



SAVITRIBAI PHULE PUNE UNIVERSITY
(University with Graded Autonomy)



'Centre for Distance & Online Education'

Academic Session July-August 2026

Admission Prospectus

B.Com (ODL Mode) (Semester System)



Online Admissions

<https://unipune.ac.in/sol/admissionjuly2026.html>

Student Support

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Admission Prospectus

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Preface:

Savitribai Phule Pune University has been awarded 'Category-I' status by the University Grants Commission and the University has achieved 'Graded Autonomy'. As per the new National Education Policy, to increase the gross enrolment ratio in Higher Education, Savitribai Phule Pune University is also providing higher education through 'distance learning' mode along with regular mode.

Various courses have been made available through distance learning mode through the 'Centre for Distance and Online Education' of the University. Higher education becomes accessible to the people who cannot opt for regular college education (especially the working class, housewives, senior citizens, citizens of remote areas, professionals, etc.).

Distance Education System:

The Distance education system facilitates to access the higher education to the students, who cannot attend college regularly. The University Grants Commission (UGC), New Delhi has declared that the degree obtained through 'Distance Learning' mode is equivalent to the degree obtained through the regular colleges.

For admission in the distance education system, a student is required to select a study centre (college) and submit an admission form to the study centre. Study materials (books) written according to the syllabus are available to the students. The subject wise teachers are also made available to guide the students. The examination of the student is conducted at one of the study centres.

Available Subjects:

In Distance Learning mode, B.Com. (Bachelor of Commerce) programme is available in Marathi & English medium. The subjects available for this programme are as follows:

Special Level –Business Administration / Banking and Finance / Business Law & Practices / Cost and Works Accounting / Business Entrepreneurship / Marketing Management / Insurance, Transport and Tourism

Admission Eligibility:

- 1) Higher Secondary School Certificate (10+2) or its equivalent Examination with English.
- 2) Three Years Diploma Course after S.S.C. (10th standard) of Board of Technical Education conducted by Government of Maharashtra or its equivalent.
- 3) Diploma in Education of Bureau of Government of Maharashtra with English.
- 4) Industrial Training (I.T.I.) Certificate of minimum 2 Years Duration after S.S.C. (10th standard)

Admission Fee:

The Admission Fee for First Year of B.Com. is Rs. 7850/- for the students of Educational Boards from Maharashtra and Rs. 8670/- for the students of Educational Boards outside Maharashtra. This fee needs to be submitted online during the admission process. This Fee includes registration fee, tuition fee, eligibility fee, study material fee, study centre fee and regular examination fee. After paying the admission fee online at the time of admission, no other fee is required to be paid.

Admission Process

Online Admission Process:

- i) The student has to register online on the university website <https://unipune.ac.in/sol/admissionjuly2026.html> and then the admission form has to be filled online.
- ii) While filling online admission form a student has to select a study centre by his/her choice from given list. The university has established 'Distance Education' study centres in some of the colleges at Pune, Ahilyanagar & Nashik district. The list of the Study Centres (colleges/institutes) is available in the online admission form.
- iii) After paying the admission fee online, the student has to download the admission form & fee receipt (PDF File) and take a print out of it.
- iv) There is no need to scan and upload any documents while filling the online admission form.
- v) After last date of admission process, students have to fill online examination form. The study centre will inform all the students regarding these.

Admission Process at Study Centre (College):

- i) The student has to submit the printed copy of the admission form along with the required documents at the study centre (college) selected in the admission form.
- ii) Admission will be confirmed only after submitting the admission form along with the required documents at the study centre. The admission form must be submitted at the study centre within the prescribed time limit only (as mentioned in the

admission notice).

- iii) If the candidate fails to submit the admission form to the study centre with necessary documents within the prescribed time period (as mentioned in the admission notice), the admission form will be cancelled and admission of the candidate will be rejected.

Documents required for Admission:

There is no need to scan and upload any documents while filling the online admission form. However, after completing the online admission process, the following documents are required to be produced while submitting the admission form at the study centre:

- 1) Admission Form (Original & Xerox Copy)
- 2) ABC-ID / APAR-ID Card (Xerox Copy)
- 3) DEB-ID Card (Xerox Copy)
- 4) Mark sheet of Bachelor Degree (Original & Xerox Copy)
- 5) S.S.C.(10th Standard) Certificate (Original & Xerox Copy)
- 6) Proof of Change in Students' name, if any (Original & Xerox Copy)
- 7) One of the following (as applicable) (Original) Transfer Certificate / Migration Certificate:

i) Transfer Certificate is required in case the previous admission is

- a) In the college affiliated to Savitribai Phule Pune University or
- b) As a regular student in any Department of Savitribai

Phule Pune University or

c) As an external student of Savitribai Phule Pune University (Transfer Certificates not required if the previous admission is in School of Open and Distance Learning of Savitribai Phule Pune University.)

ii) Migration Certificate is required in case the previous admission is in Department /College of any other University.

- If the student does not have the transfer / migration certificate while submitting the admission form at the study centre (college), the student must submit an undertaking in the prescribed format along with the admission form. Such students have to submit the pending document within a period of 1 month from the date of admission failing to which, the admission shall be liable to get rejected.
- Before submitting the admission form to the study centre, the student must carefully check the personal details (name, ABC-ID/APAR ID, DEB-ID, mobile number, e-mail ID, postal address, date of birth etc.) in the admission form. If any correction is to be made in these details, the application in the prescribed format must be submitted to the study centre along with the admission form.

Syllabus, Study Material & Teachers' Guidance:

The syllabus for B.Com (ODL Mode) has been made available on the website <http://unipune.ac.in/SOL/>. This syllabus will be applicable in all study centres. The Self-Learning material written as per the prescribed Syllabus is available in printed (Books) format. After completion of the entire admission process, the student will get the Study material (books) from the study centre (College) selected by the student.

After completion of the entire admission process, an "Induction Programme" will be conducted to guide the students. Students shall be informed on how to do 'self-study' using the books provided. The Academic Counselling Sessions for each subject are conducted on Sundays or public holidays through the Study Centre.

The difficulties / doubts faced by the students during the Self-Learning can be discussed with the subject teachers in the counselling sessions. So, students are advised to actively participate in these sessions.

Scheme of Examination:

The Internal Assessment & End-Semester Examination is conducted for every subject. The proportion of marks in Internal & End-Semester Examination is 30:70.

Internal Assessment:

Internal Assessment is conducted by the Study Centre. Study Centre will provide the Assignment Questions. The students have to complete the assignments & submit the same to Study Centre. The details regarding the Internal Assessment will be provided by the Study Centre from time to time.

End-Semester Examination:

The End-Semester Examination (Pen & Paper format Examination) is conducted by the Examination Department of the University. The Examination centres are located at Pune, Ahilyanagar & Nashik.

The Online Links Time-Table for End-Semester Examination, Seating Arrangement, Question Paper Format, Examination Hall Ticket & other details get displayed regularly on the website <http://unipune.ac.in/sol/>.

To complete the course, a minimum of 40% marks is required in each subject. The student has to obtain minimum 40 % marks separately in the both–Internal Assessment & End-Semester examination. After passing in a subject, the student will get the credit of that subject. A student will be eligible for second year admission if s/he obtains at least 50 % of the total credits in the first year. While taking admission

in the 3rd year B.Com., the student must obtain all the credits (pass in all subjects) of the 1st year and at least 50 % credits of the 2nd year.

Registration Validity:

B.Com course is of 3 years duration & can be completed in a maximum of 6 years from the time of admission to this course. (**All subjects must be passed within a total period of 6 years.**) After that, the student cannot appear for the examination as the registration period of the student ends.

Important Instructions for the students:

1. The guidelines regarding the registration submission of admission form will be made available on the admission portal.
2. The University / College may contact to student on the mobile number used by the student during registration & online admission process. So, the students should use their own & correct mobile number & e-mail ID during online admission process.
3. It is very essential for the student to carefully preserve the User ID used for the registration. This User ID is required further to login on the portal, to get the PRN (Permanent Registration Number) and to download Examination Hall Ticket.
4. For any assistance regarding admission process, the students can write to student.sol@unipune.ac.in with the following details:
5. Name of the student, Mobile Number, Course Name, Name of the Study Centre (College), Admission Form number (if form submitted)
6. While paying online admission fee, if the amount gets debited from the bank account (transaction successful), but admission form (PDF)

is not downloading, the student should not make the repayment (Double Payment). Student should write to student.sol@unipune.ac.in with the following details:

7. Name of the Bank, Transaction ID & mode of Payment–Card/UPI/Net Banking
8. After completing online admission process the students can download (PDF copy) admission form. Students have to submit the two printed copies at the Study Centre (college) and should take the stamp of the study centre (college) on one of the Copy. The students should carefully preserve this copy of the admission form till the completion of the course.
9. For the important updates regarding Admission process, Examination, Result etc., the students should regularly visit the website <http://unipune.ac.in/sol/>.
10. Internal Assessment is conducted by the Study Centre (College). Students should regularly follow the instructions given by the Study Centre & complete the Internal Assessment within prescribed time period.
11. The important instructions regarding the submission of Backlog Examination form & admission form for 2nd & 3rd Year get displayed on the website <http://unipune.ac.in/sol/> from time-to-time. There is limited time period to submit these forms online. So, the students should regularly visit the website and submit the online form within prescribed time period.
12. The students can write e-mail to student.sol@unipune.ac.in or can contact to Study Centre for any assistance / query regarding admission process.

Course – Credit Structure:

B.Com.

1st Year B.Com.

F.Y.B.Com. Semester-I

Code	Subject	Credits
Compulsory Subjects:		
111 - I	Compulsory English - I	3
112 - I	Financial Accounting - I	4
113 - I	Business Economics - I	3
Any One of the following:		
114A - I	Business Mathematics & Statistics - I	3
114B - I	Computer Concepts and Application - I	3
Any One of the following:		
115A - I	Organization Skill Development – I	3
115B - I	Banking and Finance - I	3
115C - I	Commercial Geography - I	3
115D - I	Defence Organization & Management in India - I	3
115E - I	Theory and Practice of Cooperation - I	3
115F - I	Managerial Economics - I	3
Any One of the following:		
116A - I	Essentials of E-Commerce - I	3
116B - I	Insurance and Transport - I	3
116C - I	Marketing and Salesmanship - I	3
116D - I	Consumer Protection and Business Ethics - I	3
116E - I	Business Environment & Entrepreneurship - I	3
116F - I	Foundation Course in Commerce - I	3
Any One of the following:		
117A - I	Additional English - I	3
117B - I	Marathi - I	3
117C - I	Hindi - I	3
Compulsory Add-On Subject:		
AOC 1	Human Rights	4

F.Y.B.Com. Semester-II

Code	Subject	Credits
Compulsory Subjects:		
111 - II	Compulsory English - II	3
112 - II	Financial Accounting - II	4
113 - II	Business Economics - II	3
One of the following:		
114A - II	Business Mathematics & Statistics - II	3
114B - II	Computer Concepts and Application - II	3
One of the following:		
115A - II	Organization Skill Development - II	3
115B - II	Banking and Finance - II	3
115C - II	Commercial Geography - II	3
115D - II	Defence Organization & Management in India - II	3
115E - II	Theory and Practice of Cooperation - II	3
115F - II	Managerial Economics - II	3
One of the following:		
116A - II	Essentials of E-Commerce - II	3
116B - II	Insurance and Transport - II	3
116C - II	Marketing and Salesmanship - II	3
116D - II	Consumer Protection and Business Ethics - II	3
116E - II	Business Environment & Entrepreneurship - II	3
116F - II	Foundation Course in Commerce - II	3
One of the following:		
117A - II	Additional English - II	3
117B - II	Marathi - II	3
117C - II	Hindi - II	3

The optional subject selected in Semester-I will be applicable for Semester-II also. The Study material (Books) & Examination of ‘Financial Accounting’, ‘Business Mathematics & Statistics’, ‘Computer Concepts and Application’, ‘Essentials of E-Commerce’ is in English medium only.

2nd Year B.Com.**S.Y.B.Com. Semester-III**

Code	Subject	Credits
Compulsory Subjects:		
AECC-I	Environmental Studies - I	2
201 - I	Business Communication - I	4
202 - I	Corporate Accounting - I	3
203 - I	Business Economics (Macro) - I	3
204 - I	Business Management - I	3
205 - I	Elements of Company Law - I	3
Any One of the following:		
206A - I	Business Administration - I(I)	4
206B - I	Banking and Finance - I(I)	4
206C - I	Business Law & Practices- I(I)	4
206E - I	Cost and Works Accounting - I(I)	4
206G - I	Business Entrepreneurship - I(I)	4
206H -I	Marketing Management – I(I)	4
206K - I	Insurance, Transport and Tourism - I(I)	4
Compulsory Add-On Subjects:		
AOC 2	Cyber Security	4
AOC 3	Introduction to Constitution	2

S.Y.B.Com. Semester-IV

Code	Subject	Credits
Compulsory Subjects:		
AECC - II	Environmental Studies - II	2
201 - II	Business Communication - I(II)	4
202 - II	Corporate Accounting - I(II)	3
203 - II	Business Economics (Macro) - I(II)	3
204 - II	Business Management - I(II)	3
205 - II	Elements of Company Law - I(II)	3
Any One of the following:		
206A - II	Business Administration - I(II)	4
206B - II	Banking and Finance - I(II)	4
206C - II	Business Law & Practices- I(II)	4
206E - II	Cost and Works Accounting - I(II)	4
206G - II	Business Entrepreneurship - I(II)	4
206H -II	Marketing Management- I(II)	4
206K - II	Insurance, Transport and Tourism - I(II)	4
Compulsory Subjects:		
VE	Value Education	1
ESEP	Employability Skill Enhancement Programme	1

The Study Material (Books) & Examination of the subjects ‘Business Communication’, ‘Corporate Accounting’ & ‘Cost and Works Accounting’ is in English medium only.

The optional subject selected in Semester-III will be applicable for Semesters- IV, V& VI also.

3rd Year B.Com.

T.Y.B.Com. Semester-V

Code	Subject	Credits
Compulsory Subjects:		
301 – I	Business Regulatory Framework – I	4
302 – I	Advanced Accounting - I	3
303 – I	Indian and Global Economic Development - I	3
304 – I	Auditing & Taxation - I	4
One Group of the following:		
305A - I	Business Administration - II(I)	4
306A - I	Business Administration - III(I)	4
305B - I	Banking and Finance - II(I)	4
306B - I	Banking and Finance - III(I)	4
305C - I	Business Law & Practices – II(I)	4
306C - I	Business Law & Practices – III(I)	4
305E - I	Cost and Works Accounting - II(I)	4
306E - I	Cost and Works Accounting - III(I)	4
305G - I	Business Entrepreneurship - II(I)	4
306G - I	Business Entrepreneurship - III(I)	4
305H –I	Marketing Management – II(I)	4
306H –I	Marketing Management – III(I)	4
305K - I	Insurance, Transport and Tourism - II(I)	4
306K - I	Insurance, Transport and Tourism - III(I)	4
Compulsory Subject:		
IPRL	Intellectual Property Rights Laws	1

T.Y.B.Com. Semester-VI

Code	Subject	Credits
Compulsory Subjects:		
301 - II	Business Regulatory Framework - I	4
302 - II	Advanced Accounting - I	3
303 - II	Indian and Global Economic Development - I	3
304 - II	Auditing & Taxation - I	4
One Group of the following:		
305A - II	Business Administration - II(II)	4
306A - II	Business Administration - III(II)	4
305B - II	Banking and Finance - II(II)	4
306B - II	Banking and Finance - III(II)	4
305C - II	Business Law & Practices – II(II)	4
306C - II	Business Law & Practices – III(II)	4
305E - II	Cost and Works Accounting - II(II)	4
306E - II	Cost and Works Accounting - III(II)	4
305G - II	Business Entrepreneurship - II(II)	4
306G - II	Business Entrepreneurship - III(II)	4
305H –II	Marketing Management – II(I)	4
306H –II	Marketing Management – III(I)	4
305K - II	Insurance, Transport and Tourism - II(II)	4
306K - II	Insurance, Transport and Tourism - III(II)	4
Compulsory Subject:		
CA	Computerised Accounting	1

The Study material & Examination of the subjects ‘Advanced Accounting’& ‘Cost and Works Accounting’ at T.Y.B.Com. is in English Medium only.

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