



# BHAVNA TRUST

JUNIOR & DEGREE COLLEGE OF COMMERCE & SCIENCE

Affiliated to the University of Mumbai

Plot No. 5, SunderBaug, RajeShivajiChowk, V.N. PuravMarg, Deonar, Mumbai : 400 088 | Maharashtra

## Foundation Course (FC) Project Completion Certificate Policy

### Objective:

This policy outlines the criteria and process for awarding completion certificates to students Bhavna Trust Junior and Degree College of Commerce and Science who successfully complete projects in subjects such as Foundation Course.

### Criteria for Eligibility:

1. Students must be enrolled in subjects that require project component, such as Foundation Course.
2. Successful completion of the assigned project according to the guidelines provided by the college.

### Process:

1. Students are responsible for selecting and executing a project relevant to the subject under the guidance of assigned faculty.
2. Upon completion of the project, students are required to submit a comprehensive report detailing their work, findings, and experiences.
3. The submitted reports will be evaluated by a designated faculty member or a panel of experts to ensure adherence to the project guidelines and academic standards.
4. Students who meet the evaluation criteria will be eligible to receive a completion certificate.

### Issuance of Completion Certificates:

1. The college will issue completion certificates to eligible students in recognition of their successful completion of the project.

### Appeals Process:

1. Students dissatisfied with the evaluation outcome may submit an appeal to the designated authority within a specified timeframe.
2. The appeal will be reviewed, and decisions will be made based on the merit of the case.

### Responsibilities:

1. Faculty members will provide guidance and support to students throughout the project process.
2. The college administration will ensure the fair and transparent evaluation of submitted project reports.
3. Students are responsible for adhering to project guidelines, submitting reports on time, and participating in the appeals process if necessary.



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