



Maulana Azad College of Arts, Science & Commerce,

Dr. Rafiq Zakaria Campus-I, Post Box No.27, Dr. Rafiq Zakaria Marg, Rauza Bagh,
Aurangabad – 431001 Maharashtra

Tel.: 0240-2381102, 2381668 | Web: <https://maca.ac.in> | Fax: 0240-2390422 | Email: macprincipal@gmail.com

* Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

* Recognized Minority Institute

* UGC – 2(f) & 12 (B) Status

* NAAC Re-accredited (Grade A) in two consecutive cycles.

* Unnat Bharat Abhiyan

* Grade A in Academic and Administrative Audit (Dr. BAMU)

* District Green Champion Award (MGNCRE)

* UGC's Status "COLLEGE WITH POTENTIAL FOR EXCELLENCE"

Ref. No.


Date:

SOP FOR RESOURCE MOBILIZATION

• **Resource mobilization:**

- Maulana Azad College of Arts Science and Commerce, Aurangabad is covered under 2F and 12B provisions of the UGC act. It also has permanent affiliation of the Dr. Babasaheb Ambedkar Marathwada University.
- Therefore the College has received grants from UGC under the CPE scheme for maintenance of infrastructure, upgradation of teaching learning resources.
- The college is proactive on generating funds and initiates different meets to voice its needs to its stakeholders be it financial or resources such as books, journals, water purifiers or saplings for plantations, thus generating funds beyond the salary grant received from the Government of Maharashtra, and revenue generated from the conduct of facilitated courses.
- The College largely depends on the following for generation of funds:
 - Stipulated fees collected from Grant in aid section
 - Stipulated fees collected from the non grant section (PG and UG)
 - Stipulated fees from Ph.D students who use our research labs.
 - Fees collected from additional certificate programmes such as the YCMOU certificate courses.
 - Rentals and FD's, reinvestments, interest from accounts.
 - Rentals from conduct of competitive examinations.
 - Buyback schemes from dealers.
 - Sale of waste paper and stationary material, broken laboratory glass materials, rubber tunings etc.
 - Recycling of wooden furnitures, iron gates.
 - Stipulated Hostel fees.
 - CSR activities such as the one sponsored by Quick heal foundation (Earn and learn scheme) that is given back to students.
 - An amount from Sultanchand Draupadi Devi endowment scholarship for the students of the Commerce department.
 - Apart from this we appeal to social organizations, Alumni and Philanthropists, Corporate houses to provide assistance in whatever way they can or donate to endowments generously.


Dr. Aditi Bhattacharya
IQAC Coordinator


Dr. Mazahar Ahmed Farooqui
Principal

COORDINATOR
Internal Quality Assurance Cell
Maulana Azad College of Arts,
Science & Commerce, Aurangabad.



Maulana Azad College of Arts, Science & Commerce,

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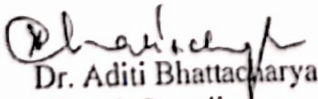
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Financial Audit Policy


Policy of planning and preparing budget

- Annual Financial Audit account will be done by a Chartered Accountant Anil Mardikar & Co. in Sept 2021.
- This will help in review of funds, planning and preparation of budget for the next financial year.
- External Financial Audit is conducted by the State Government through the Senior auditor of Higher Education, Aurangabad, the latest conducted in March 2021.
- Audit will also be carried out periodically by the Office of the Accountant General, Nagpur.
- In case of UGC grants, an account will be prepared in the required format on completion of the sanctioned project/seminar/workshop/conference, etc which will be first audited by the CA, and then submitted to the UGC.
- A NOC will be received after settlement of accounts.
- Accounts for the examinations conducted in the College by Dr, BAMU will also be audited
- The exam audit will be done by the Principal and then by Dr. BAMU.
- Audit objections, if any, in case of all the above audits will be complied promptly by the Accounts section of the College.
- The auditing will also be carried out for three to four days and will involve the complete bank statement analysis, cash vouchers, purchase bills, fixed asset bills, other expenditure bills
- Verification of bank loan papers, TDS submitted to the Income tax department will also be done during auditing.


Dr. Aditi Bhattacharya

IQAC Coordinator
COORDINATOR

Internal Quality Assurance Cell
Maulana Azad College of Arts,
Science & Commerce, Aurangabad.


Dr. Mazahar Ahmad Farooqui
Principal
PRINCIPAL
Maulana Azad College
AURANGABAD.

MAULANA AZAD EDUCATION SOCIETY
Maulana Azad College Of Arts Science And Commerce (Senior College), Aurangabad
Income & Expenditure Account for the period ended 31 March, 2024

31-Mar-23	EXPENDITURE	Sch.	31-Mar-24	31-Mar-23	INCOME	Sch.	31-Mar-24
4,71,872	To Expenditure in respect of properties	O	3,41,388	-	By Rent	R	-
70,800	a) Repairs & maintenance		2,85,560	1,42,793	By Interest	S	1,59,319
52,51,513	To Audit Fees	P	44,00,220	12,93,33,717	Grants Received	T	13,42,68,813
8,82,170	To Miscellaneous Expenses	H	8,39,212	1,02,59,155	By Income from Other Sources	U	97,67,920
13,39,13,780	To Depreciation		14,07,77,595		Fees Income		
	To Expenditure on object of the Society	Q					
14,05,90,135	a) Educational		14,66,43,975	13,97,35,665	Total Income		14,41,96,052
	Total Expenditure			8,54,470	By Deficit carried over to Balance Sheet		24,47,923
14,05,90,135	Total		14,66,43,975	14,05,90,135	Total		14,66,43,975

This is to certify that the Income & Expenditure A/c is prepared as per the Books of Accounts

For GMG & Company
FRN- 127523W



(CA George Mohan George)
Membership no. 038165
UDIN- 8403&1C5BKCCQXC6374
Date- 30/09/2024

For Maulana Azad College Of Arts Science And Commerce (Senior College)

Principal
Principal

Maulana Azad College of Arts,
Science & Commerce,
Rauza Baugh, Aurangabad.

Maulana Azad Educational Society
Maulana Azad College of Arts, Science & Commerce (Non Grant Section)
Balance Sheet as at 31.03.2024

31-Mar-23	FUNDS & LIABILITIES	Sch.	31-Mar-24	31-Mar-23	PROPERTY & ASSETS	Sch.	31-Mar-24
	Management Account:	A			Movable Properties	F	
	Balance as per last Balance Sheet		-	1,708,062	Balance as per last Balance Sheet		1,578,992
	Add: Received during the year			127,934	Additions during the year		881,668
				(257,004)	Less: Sales during the year		(459,770)
10,356,554	Loans	B	10,356,554	1,578,992	Depreciation		2,000,890
455,267	Liabilities	C		20,264	Deposits	G	20,264
208,366	For Expenses			-	Long Term Investments	H	5,000,000
663,633	For Statutory Dues	D		457,787	Loans & Advances	I	317,887
	Inter Institute Balance	E	1,733,220	408,841	Inter Institute Balance	J	342,879
				14,318	Income Receivable	K	137,838
(13,686,817)	Income & Expenditure Account	M		13,048,174	Cash and Bank Balances	L	12,948,147
8,912,943	Balance as per last Balance Sheet			61	(a) In Saving Accounts with Banks		
	Add: Surplus/ (Deficit) as per Income and Expenditure Account				(b) In Current Accounts with Banks		
9,282,124	Less: Adjustment on account of previous year balances				(c) With the Manager		8,547
4,508,250			8,738,533				
15,528,437	Total		20,828,307	15,528,437	Total		20,828,307

This is to certify that the Balance Sheet is prepared as per the Books of Accounts

For GMG & Company
FRN- 127523W

For Maulana Azad College of Arts, Science & Commerce (Non Grant Section)



(Signature)
(CA George Mohan George)
Membership no. 038165
UDIN- 24038165BKCCQL 9719
Date- 10/10/2024

(Signature)
Principal

**Maulana Azad College of Arts,
Science & Commerce,
Rauza Baugh, Aurangabad**


Maulana Azad Educational Society
Maulana Azad College of Arts, Science & Commerce (Non Grant Section)
Schedules to the Balance Sheet as at 31 March, 2024

F IMMOVABLE AND MOVABLE PROPERTIES

SR. NO.	NAME OF THE ASSET	RATES	W.D.V. AS ON		ADDITIONS DURING THE YEAR		DEDUCTION DURING THE YEAR	BALANCE	DEPRECIATION FOR THE YEAR	W.D.V. AS ON 31.03.2024
			1.04.2023	30.09.23	BEFORE 30.09.23	AFTER 30.09.23				
	MOVABLE PROPERTY									
1	Computers Upgradation	40%	-	-	479,500	-	-	479,500	191,800	287,700
1	Website & Software Updation	40%	45,757	-	-	-	-	45,757	18,303	27,454
2	Air Conditioners	15%	12,344	-	-	-	-	12,344	1,852	10,492
3	Computer System	40%	46,724	-	-	-	-	46,724	18,690	28,034
4	Electrical Equipment	15%	165,803	-	252,072	-	-	417,875	62,681	355,194
5	Furniture & Fixture	10%	885,397	-	-	-	-	885,397	88,540	796,857
6	Laboratory Equipment	15%	312,680	-	-	150,096	-	462,776	58,159	404,617
7	Library Books	40%	12,811	-	-	-	-	12,811	5,124	7,687
8	Office Equipment	15%	97,113	-	-	-	-	97,113	14,567	82,546
9	Science Equipment	15%	363	-	-	-	-	363	54	309
	Total		1,578,992	150,096	731,572	150,096		2,460,660	459,770	2,000,890

For GMG & Company
FRN- 127523W

For Maulana Azad College of Arts, Science & Commerce (Non Grant Section)


(CA George Mohan George)
Membership no. 038165

UDIN-24038165 BKCQXL9719

Date- 10/10/2024


Principal

Principal
Maulana Azad College of Arts,
Science & Commerce,
Rauza Baugh, Aurangabad


Maulana Azad Educational Society
Maulana Azad College of Arts, Science & Commerce (Non Grant Section)
Income & Expenditure Account for the period ended 31 March, 2024

31-Mar-23	EXPENDITURE	Sch.	31-Mar-24	31-Mar-23	INCOME	Sch.	31-Mar-24
-	To Expenditure in Respect of Properties						
240,563	(a) Rates, Taxes, Cesses	L	13,250	664,612	By Interest	O	1,231,783
94,400	(b) Repairs & Maintenance		201,780	24,957,085	By Income from Other Sources	P	20,973,333
257,004	To Audit fees	F	459,770		Fees Income		
3,251,782	To Depreciation	M	2,709,257				
12,865,005	To Miscellaneous Expenses		14,590,777				
16,708,754	To Expenditure on Object of the Society	N	17,974,834	25,621,697	Total Income		22,205,116
8,912,943	(a) Educational		4,230,282				
25,621,697	Total Expenditure		22,205,116	25,621,697	Total		22,205,116
	To Surplus over to Balance Sheet						
	Total						

This is to certify that the Income & Expenditure A/c is prepared as per the Books of Accounts

For GMG & Company
FRN- 127523W

For Maulana Azad College of Arts, Science & Commerce (Non Grant Section)


(CA George Mohan George)
Membership no. 038165
UDIN-24038165BKCAXL9719
Date- 19/03/2024


Principal
Maulana Azad College of Arts,
Science & Commerce,
Rauza Baugh, Aurangabad

Maulana Azad Educational Society
Maulana Azad College of Arts, Science & Commerce (Non Grant Section)
Receipt and Payment Account for the year ending 31st March, 2024

RECEIPTS	AMT.	AMT.	PAYMENTS	AMT.	AMT.
Opening Balance					
Bank Accounts		13,048,235	Current Liabilities		6,947,417
DCB BANK A/C 03211500003933	13,048,174		Aref Mahemood	12,200	
DCB BANK A/C 2991150000620	12,726,531		Ayesha Meraj	14,800	
HDFC BANK A/C 07131450000575	309,056		Electricity Bills Payable	1,380	
Cash-in-hand	12,587		Gopika Consultancy Service	4,050	
Petty Cash	61		IMPACT SERVICES	73,500	
Current Liabilities		5,245,984	Lab Trading	124,289	
Ayesha Meraj	14,800		M A E S -EPF	2,374,262	
Mohd Naeemullah	14,600		M A E S TDS	118,526	
Parwez Riyazuddin Qureshi	18,000		Mohd Naeemullah	14,600	
Payable to University	3,913,924		New Sunrise Photo Studio	4,400	
Computer Traning Fee E-Suvidha (MKCL)	55,461		Parwez Riyazuddin Qureshi	18,000	
Constitution Fee	56,000		Remuneration Payble (CHB)	204,140	
Cultural Activity Fee (Youth Festival)	28,259		Santosh It Solution	2,950	
Earn and Learn Scheme Fees	5,324		Shriji Statloners	90,143	
Eligibility Fee	145,660		Star Electricals	3,450	
Sports Fee (Gymkhana)	27,810		ZAHEERUDDIN BADARUDDIN	2,000	
University, Abhi, Ava, Indra., Avis., Ashwa. Fee	25,753		Payable to University	3,771,249	
University Examination Fees A/c	3,536,247		Computer Traning Fee E-Suvidha (MKCL)	40,900	
University Sports Fund	470		Constitution Fee	200	
Univ., N.S.S., Welfare Fund	21,770		Cultural Activity Fee (Youth Festival)	20,450	
Uny. Stud. Ins. Emergency Fund (Disaster Mgt)	11,170		Earn and Learn Scheme Fees	4,090	
Statutory Paybles	1,284,660		Eligibility Fee	90,300	
Emp. Provident Fund	1,061,266		Sports Fee (Gymkhana)	20,450	
Profession Tax	111,175		University, Abhi, Ava, Indra., Avis., Ashwa. Fee	19,632	
TDS Payble	112,219		University Examination Fees A/c	3,550,687	
Investments		7,000,000	Univ., N.S.S., Welfare Fund	16,360	
F.D 03211500003933 A/C	7,000,000		Uny. Stud. Ins. Emergency Fund (Disaster Mgt)	8,180	
Current Assets		71,521	Statutory Paybles	113,478	
Loans & Advances (Asset)	71,521		Profession Tax	111,175	
Advance Against of Misc. Work	53,929		TDS Payble	2,303	
Dr. Arif Pathan	2,139		Fixed Assets		402,168
Mohammed Muqtadar	41,790		Tangible Assets	402,168	
Sultan Bin Salam Tayyab	10,000		Electrical Equipment	252,072	
Advance for Practical Exam	4,392		Laboratory Equipment	150,096	
Dr. Reshma Javeria Mohd Jalees Ahmed	4,392		Investments		12,000,000
Emp. Provident Fund Receivable	13,200		F.D 03211500003933 A/C	12,000,000	
Saba Fatema Gulam Hussain	3,600		Current Assets		565,057
Shaikh Juned	9,600		TDS Receivable on F.D	22,222	
Direct Incomes		22,131,600	Loans & Advances (Asset)	542,835	
E-Waste Materials	23,910		Advance Against of Misc. Work	503,150	
Interest A/c F.D	222,215		Abdul Aziz	7,000	
Interest on Saving A/c (DCB)	837,880		A. S Computers Solution	335,650	
Interest on Saving A/c (DCB Exam Fee)	18,113		Dr. Arif Pathan	38,500	
Interest on Saving A/c (HDFC)	422		Dr. Prashant Deoraoji Netankar	15,000	
Seminar, Conference and Workshop Registrations Fee	23,200		Mohammed Muqtadar	97,000	
Course Fees Collection	18,697,558		Sultan Bin Salam Tayyab	10,000	
College Dev. Fund	51,350		Advance for Practical Exam	39,685	
College Magazine Fee	2,450		Dr. Reshma Javeria Mohd Jalees Ahmed	37,185	
Course Fee Collection All	417,273		Shazia Atif Jaffari	2,500	
Entrance & Entry Fees	54,350		Direct Incomes		174,377
Extra Curricular & Activity Fees	60,137		Seminar, Conference and Workshop Registrations Fee	1,400	
Gymkhanna Fee	1,225		Course Fees Collection	150,277	
Laboratory Fees	6,441,518		College Dev. Fund	500	
Library Fees	53,400		College Magazine Fee	50	
Other Misc. Fee (Medical Aid Fund and Uni S.P)	43,277		Entrance & Entry Fees	550	
Registration Fees	27,175		Extra Curricular & Activity Fees	601	
Scholarship (Maha DBT EBC and Cast)	150,850		Gymkhanna Fee	25	
Semester Fees	81,385		Laboratory Fees	59,000	
Sesstion Fees	103,420		Library Fees	550	
Student ID Charges	10,870		Other Misc. Fee (Medical Aid Fund and Uni S.P)	801	
Study Tours	103,470		Registration Fees	275	
Tuition Fees	10,893,594		Semester Fees	825	
Univeristy Development Fund	119,124		Sesstion Fees	1,000	
Youth Festival Charges	82,690		Student ID Charges	110	
Other Fee	1,616,412		Study Tours	1,000	
Research & Lab. Fees (Ph.D Tuition and Lab. Fe	1,616,412		Tuition Fees	82,985	
Other Misc. Income	691,890		Univeristy Development Fund	1,155	
Admission Form Sale	108,050		Youth Festival Charges	850	
Lab. Fees (Compt. It)	142,000		Other Misc. Income	22,700	
Other Misc. Fee Income	274,590		Other Misc. Fee Income	22,300	
			T.C, Bonafide & Duplicate T.C Fees	400	

M G & C
 CHARTERED
 ACCOUNTANTS
 M. No.
 FRN-1.

RECEIPTS	AMT.	AMT.	PAYMENTS	AMT.	AMT.
Regist. Fees	98,400		Direct Expenses		
T.C, Bonafide & Duplicate T.C Fees	68,850		Bank Charges 3933	20	14,728,061
Direct Expenses		332,731	Bank Charges 620	377	
Academic Expenses	60,516		Property Tax	206,420	
Affiliation Fees	25,000		YCMOU Expenses	1,000	
Lab. Expenses	16		Academic Expenses	1,239,520	
NSS Expenses	35,500		Affiliation Fees	390,000	
Administrative Expenses	8		Affiliation Research Centre	104,000	
Misc. Expenses	8		AICTE TER Fees	46,000	
Salaries Wages & Remuneration	272,207		Audit Fees	89,680	
Salaries & Wages for Non Teaching Staff 2023-24	131,776		Chemicals & Glassware	37,908	
Salaries & Wages for Teaching Staff 2023-24	140,431		Computer Lab. Accessories	8,980	
			Electricity Payment	71,380	
			Gas Refilling Expenses	32,113	
			Guest Lecture Remuneration Expenses	21,000	
			Lab. Expenses	67,092	
			Laboratory Upgradation	179,804	
			NSS Expenses	500	
			Plumbing & Water Pipe Expenses	63,855	
			Postage Charges	48	
			Practical Examination Expenses	39,575	
			Renovation Work Expenses	33,794	
			Seminar, Conference and Workshop Expenses	17,675	
			Student Welfare Expenses	10,230	
			Teaching Kits	18,331	
			Ph.D Research Expenses	7,555	
			Research Expenses	7,555	
			Administrative Expenses	1,498,629	
			Advertisement Expenses	53,760	
			Consultancy Charges	224,300	
			Misc. Expenses	29,889	
			Office Conveyance	7,816	
			Office Expenses	66,799	
			Printing & Stationery	92,966	
			Security Charges	1,016,600	
			Telephone & Internet Expenses	6,499	
			Other Misc. Expenses	45,243	
			Misc. Repairs & Maintenance	45,243	
			Salaries Wages & Remuneration	11,736,852	
			Adim. & Contributory Remuneration	21,000	
			Remuneration for Visiting Faculty (CHB)	966,149	
			Salaries & Wages for Non Teaching Staff 2023-24	6,848,470	
			Salaries & Wages for Teaching Staff 2023-24	3,901,233	
			Indirect Expenses		56,298
			Repairs & Maintenance	13,250	
			Website & Software Updation Renewal Charges	43,048	
			Closing Balance		12,956,694
			Bank Accounts	12,948,147	
			DCB BANK A/C 03211500003933	12,709,729	
			DCB BANK A/C 2991150000620	225,408	
			HDFC BANK A/C 07131450000575	13,010	
			Cash-in-hand	8,547	
			Petty Cash	8,547	
Total		47,830,071	Total		47,830,071

This is to certify that the Receipt & Payment A/c is prepared as per the Books of Accounts

For GMG & Company
FRN- 127523W



(CA George Mohan George)
Membership no. 038165
UDIN-
Date-

For Maulana Azad College of Arts, Science & Commerce (Non Grant Section)

Principal

Principal
Maulana Azad College of Arts,
Science & Commerce,
Rauza Baugh, Aurangabad