

Information Handbook of Ismailsaheb Mulla Law College, Satara

(Disclosure under Section 4 of the Right to Information Act, 2005)

INTRODUCTION

In accordance with the provisions contained in section 2(j) of the Right to Information Act, this information handbook enables the stakeholders to obtain information as to the provisions contained in various rules and regulations governing Rayat Shikshan Sanstha's Ismailsaheb Mulla Law College, Satara.

This information handbook is divided into 17 manuals/sections. Each section deals with units of information as delineated under Section 4 (1) (b).

SECTION 4 (1) (b) (i) / MANUAL — 1: PARTICULARS OF THE ORGANIZATION, FUNCTIONS AND DUTIES

Ismailsaheb Mulla Law College is established at Satara, by Rayat Shikshan Sanstha, in 1968. It is recognized by Government of Maharashtra, affiliated to Shivaji University, Kolhapur, and Bar Council of India and recognized by UGC under 2(f) and 12B. For more information visit our college website. College conducts Three Year Law Course, Five Year Law Course, Masters in Law, Diploma Courses as well as Certificate Courses.

Postal Address	Ismailsaheb Mulla Law College, Karmaveer Samadhi Parisar, Powai Naka, Satara, Maharashtra-415001, India.
Website	www.imlc.ac.in
Tel. / Fax No.	02162 234138
Email	imlcsatara@gmail.com
Map of Location	The College location Map is available at https://maps.app.goo.gl/Qq21PhMMPmHroRb78
Working Hours	
All Working Days:	Lecture Timing: 07.00 am to 05.30 p.m. Office Timing: 10.30 a.m. to 5.30 p.m.

	Financial Transactions: 10.30 a.m. to 01.30 p.m. Library Timing: 10.30 a.m. to 5.30 p.m.
Weekly Holiday	Sunday

VISION AND MISSION AND GOALS OF THE COLLEGE

VISION –

“We are committed to promote value based, quality legal education and research by nurturing skills and potentials of faculty and students and inculcating in them respect for law and humanity”

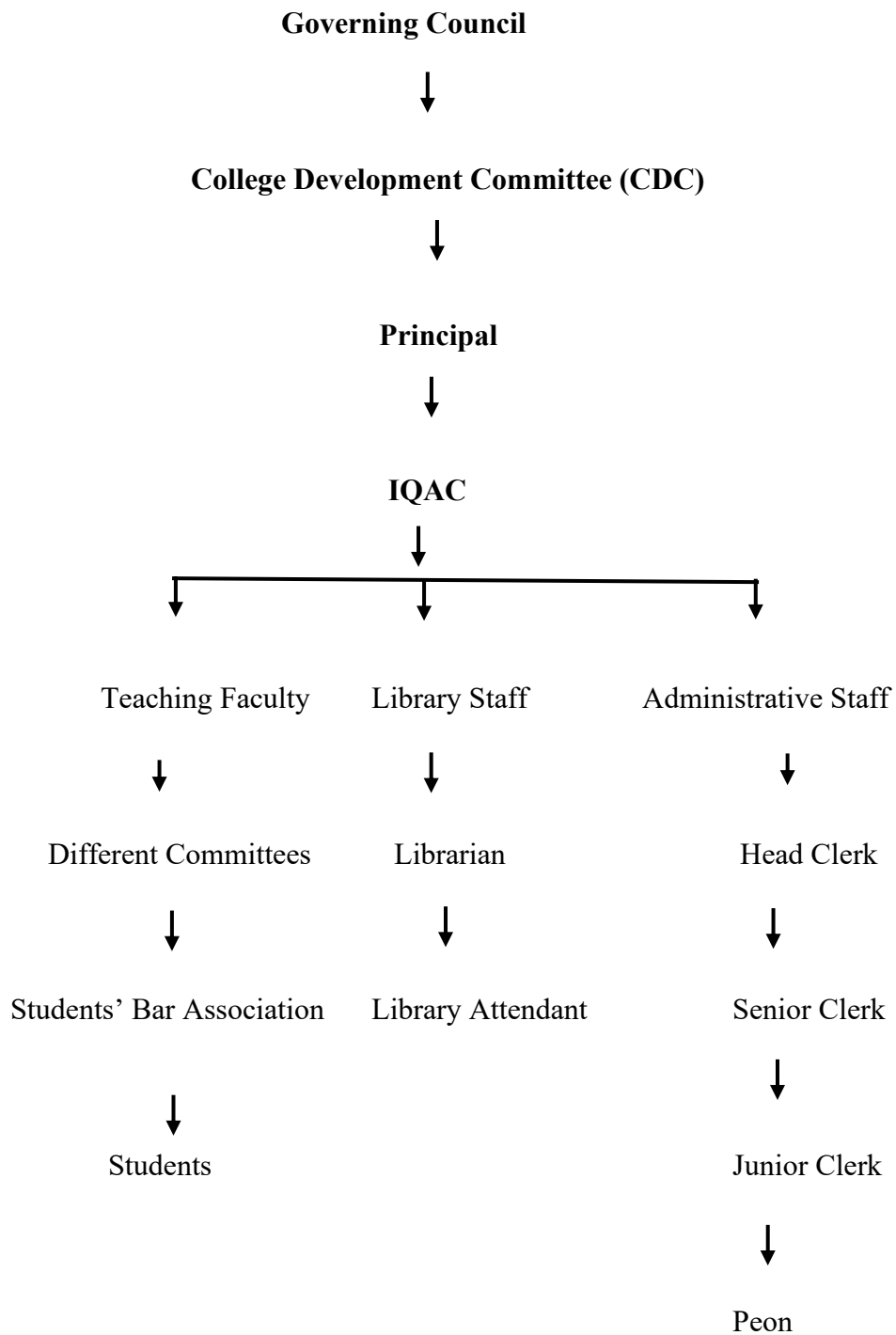
MISSION –

1. To empower students with updated knowledge and confidence, for excellence in legal education, research and legal profession.
2. To provide a learning environment supported by educational tools and technology.
3. To develop professional and leadership skills, integrity and accountability amongst students.
4. To impart affordable, innovative, relevant legal education, conducive to personal and professional growth.

GOALS -

1. To provide opportunities of legal education to masses including those from rural areas.
2. To spread legal literacy among people to facilitate accomplishment of democratic aspirations of people.
3. To provide legal aid, for enforcing the rights of people and in particular to bring justice within the reach of poor and needy.
4. To develop legal awareness, regarding the knowledge of legal rights, ways and means to enforce them, civic responsibilities, fundamental duties, and social reforms necessary for development of the society.
5. To foster all-round development of the students along-with improving their professional excellence in the legal field and inculcating socially responsible attitude among them.
6. To aim at wider goals of empowering law students to fulfil their responsibility as a member of legal profession, in the administration of law, reforms of law and protection of individual rights as well as public interest in the society.

Organogram of the Institution



Functions and Duties:

Administrative Setup of Ismailsaheb Mulla Law College.

Various committees involving Principal, Teaching and non-teaching Staff and students, are formed for the smooth functioning of administration and conduct of academic, various curricular, and co-curricular activities.

- To provide quality legal education to law students regarding legal concepts, substantive & procedural laws, modes of legal reasoning, process of law making, dispute settlement & justice delivery system.
- To create legal awareness about constitutionalism & democratic principles amongst people, to make them vigilant about the fundamental rights & civic responsibilities through various legal literacy programmes, legal aid activities & sensitization programmes.
- To generate legal literacy among people & to understand law including its social, economic, political & scientific dimensions.
- To provide skilled & expert legal professionals & judges of high merit for efficient justice delivery systems who will be sensitive to wants & aspirations of people & will respond accordingly, to use the legal services to build dynamic social reforms by molding public opinion.
- To accomplish task of social engineering by creating awareness in various areas such as consumer protection, environmental justice through sustainable development, human rights, gender justice, alternative dispute resolution system for peaceful settlement of disputes.
- To provide legal aid & counseling services to masses at grass root level.
- To create opportunities for all round development of all students encouraging them to pursue legal & socio-legal research.
- To promote respect for rule of law & administration of justice, to strive for high standards of professional etiquettes & expertise & to promote continuous professional development of law students through Internship & Practical training.
- Organizing various seminars/conferences/workshops address significant and contemporary socio-legal issues.

Programs/Services offered

The college renders various services to its stake holders. Some of them are briefly enumerated below:

- Teaching of Five-year, Three-Year Law course (LL.B. Degree) and Masters in Law (LL.M.) Course.

- Conducting Diploma Courses and Certificate Courses in various subjects.
- Conducting internal and university examinations and dispensing mark list to students.
- Organization of seminars, workshops, guest lectures, sports & cultural events, etc.
- Providing training and coaching for Judicial examinations conducted by MPSC & other competitive examinations
- Providing various student welfare schemes including Free ship / Scholarship / Other concessions.
- Issuing various certificates like T.C. / Bonafide etc. on request of applicants.
- Providing career counseling to Law Students.
- Providing coaching for Law CET entrance examination.
- Providing Legal Aid, Legal Literacy through organizing legal aid camps in nearby villages and conducting legal literacy programs and Para legal Training.
- Arranging Internship for students at Lawyers Chambers for practical training and Court visits for observation of the court procedure.
- Organizing Justice P. B. Gajendragadkar Memorial State Level Moot Court Competition every year.
- Organizing Rupali Tawade Memorial Elocution Competition every Year
- Organizing Adv. V. N. Patil Memorial Lecture Series every Year.
- Providing various facilities for all round growth of students including bridge courses, Remedial English, Digital learning lab & Legal language lab.
- Facilities to conduct lectures regarding various subjects of socio-legal importance.
- Providing library facilities including book bank, e-resources, text books, reference books, online legal research software, journals & periodicals to students and faculty.

Grievance Redressal: -

For Grievance Redressal of students and faculty, there is Grievance Redressal Committee, Anti Ragging Committee and Internal Complaint Committee etc. are formed in the college. Details of the committee and procedure is available at college website.

Grievance Redressal Procedure: -

The college has established a committee, which works under the supervision of the principal in accordance with the guidelines issued by the Bar Council of India. The committee looks into the grievances and address it immediately for smooth functioning of the college.

SECTION 4 (1) (b) (ii) / MANUAL - 2: POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

The principal is the head-academic and chief executive officer of the college. He /She is responsible for administration, organization, instruction and management of affairs of the college, as stipulated in University Rules and regulations.

Powers and duties of officers and employees including faculty, office administration, library and other staff are in accordance to the rules and regulations of the University as stated in the Maharashtra Public Universities Act, 2016.

Sr. No.	Designation	Functions
1)	Principal	<ul style="list-style-type: none">➤ The principal being the head of the college functions as the Chief Executive Officer of the college.➤ To allocate work as per cadre to teaching & non-teaching staff and supervise the work.➤ To resolve the difficulties and problems of staff, students etc.➤ To sanction leave, to appoint various committees and supervise their work, to organise various programs and monitor the reports.➤ To administer daily teaching activity and administer academic as well as administrative routine.
2)	Teacher	<ul style="list-style-type: none">➤ To undertake teaching activity as per the UGC and government norms.➤ To do all examinations related work, like paper setting, moderation, supervision, cap assessment, revaluation & redressal etc.➤ To work in various administrative committees and submit report to the principal.➤ To organize seminar, workshops, debates and other co-curricular activities for students.➤ To undertake student mentoring.
3)	Librarian	<ul style="list-style-type: none">➤ To look after overall administration and management of library.

		<ul style="list-style-type: none"> ➤ Issue and return of book journals, periodicals to staff and students. ➤ To maintain online software and online repository. To maintain and update accession register and other registers in library and study room. ➤ To supervise working of library attendants ➤ To maintain book bank and administer scholar card scheme for students. ➤ To supervise overall administration in the library.
4)	Head Clerk	<ul style="list-style-type: none"> ➤ To keep permanent record of documents related to Government Approval, Grant-in-aid, Affiliation etc., ➤ To maintain and update Cash book, ledger, pay book, muster book, Audited statement, Assessment Report, Employee service book and personal file, Pension cases, Cheque register, dead stock register, voucher files etc. for account writing. ➤ To get the financial audit done internally as well as externally ➤ To do audit compliance and deduction of income tax, profession tax and other deductions and issue form no. 16 in salary certificate etc. ➤ To prepare and submit various utilizations to UGC, University, Government etc. ➤ To prepare and submit budget estimates and monitor accounts accordingly. To maintain Sanstha Correspondence, Students Correspondence and other office correspondence, ➤ To monitor and supervise the administrative office work as per norms and administer the office correspondence as per directions of the principal.
5)	Senior Clerk	<ul style="list-style-type: none"> ➤ To verify and accept admission forms, exam forms, concession forms etc., ➤ To issues T.C / Migration & Bonafide certificates, mark list, exam forms etc., ➤ To maintain General Register, University Result, Ledger etc. and undertake all exam related work.

		<ul style="list-style-type: none"> ➤ To prepare changes in staff proposals, teaching & non-teaching approval etc., ➤ To maintain roll call and internal and university exam record. ➤ To look after all correspondence to university exam, affiliation, extension of approvals, CHB Staff proposal. To maintain Sanstha Correspondence, Students Correspondence and other office correspondence, ➤ To help other authorities as per the directions of Principal & Head clerk.
6)	Junior Clerk	<ul style="list-style-type: none"> ➤ To prepare and maintain daily dairy / cash book, Fee Register, Fee Receipt, Stock Register, all statistics, Inward-outward register, compliance register, Stationary Register, sale of all forms, diaries etc., ➤ To maintain and update bio-metric record and write remarks accordingly. ➤ To maintain Sanstha Correspondence, Students Correspondence and other office correspondence, ➤ To prepare and submit various fee concession proposals to government authorities. To prepare and submit concession proposals, scholarship/freeship/EBC/ex-serviceman/SST/PTC, ➤ To help other authorities as per the directions of Principal & Head clerk.
7)	Library Attendant	<ul style="list-style-type: none"> ➤ To issue & return books in the library as per directions of librarian. ➤ To issue I-card, borrow card to students. ➤ To update newspaper and magazine register. ➤ To maintain cleanliness in the library and work as per the directions of the librarian.
8)	Peon	<ul style="list-style-type: none"> ➤ To keep the campus clean ➤ To visit Bank, MSEB, Post office and other places for bill payment & office work.

		<ul style="list-style-type: none"> ➤ To attend telephone in office, library etc. and to give information to principal, of parents & students visiting college for principal meeting. ➤ To help the other authorities in filing, documentation, sale of admission forms, exam forms, concession forms etc. ➤ To render help in organization of various Co-curricular and extracurricular activities and programme held in the college. ➤ To work as per the directions of Principal and Head Clerk.
--	--	--

SECTION 4 (1) (b) (iii) / MANUAL — 3: PROCEDURE FOLLOWED TO TAKE A DECISION ON VARIOUS MATTERS

- Three years and Five Years LL.B. course Admission process is conducted as facilitated by the Government of Maharashtra (MH-CET) on the basis of merit.
- Strategies and procedure for organizing various academic activities-seminar, co-curricular and extra-curricular activities, sports, allocation of its work to Staff-teaching and non-teaching, preparation of time-table, guidelines for purchase of library books etc. are framed by the principal along with the Chairpersons and secretaries and members of the concerned committee ensuring decentralization and transparency in the administration.
- The College functions under the supervision and control of the Parent Institution Rayat Shikshan Sanstha, College Development Committee, IQAC and the Principal.

SECTION 4 (1) (B) (IV) / MANUAL — 4: NORMS SET BY THE COLLEGE FOR THE DISCHARGE OF ITS FUNCTIONS

- Norms and standards for various activities of the college are set by the competent authority such as the College Development Committee, Principal, IQAC and Staff Members provided in the Maharashtra Public Universities Act, 2016.
- The Principal, IQAC and various academic committees are responsible for the maintenance of the standards of instruction, education and examination in the college and other academic matters.
- Norms and standards for various academic activities are set by the Shivaji University, Kolhapur, UGC, BCI, IQAC and College Development Committee of the College.

SECTION 4 (1) (b) (v) / MANUAL — 5: RULES, REGULATIONS AND INSTRUCTIONS USED

- The Maharashtra Public Universities Act, 2016
- Statutes and Ordinance of Shivaji University, Kolhapur
- Regulations, instructions, notification, Resolutions regarding all the courses in accordance with
 - a) Shivaji University, Kolhapur,
 - b) The Government of Maharashtra State
 - c) Bar Council of India
 - d) University Grant Commission
 - e) Rules and regulations of Rayat Shikshan Sanstha, Satara
 - f) Standard code rules
 - g) Maharashtra Civil services rules
- Rules for Non-teaching Employees,
 - Maharashtra Civil Services Regulations
 - Various rules / instructions of the Shivaji University and
 - Rayat Shikshan Sanstha concerning personnel management for the teaching and non-teaching staff.
- Rules and Supplementary rules of Government of India, BCI and UGC, except where the University has its own provisions with regard to teaching and non-teaching staff.

More information is available at following websites.

- www.barcouncilofindia.org
- www.imlc.ac.in
- <http://rayatshikshan.edu/>
- www.unishivaji.ac.in
- www.ugc.ac.in
- www.jdhekolhapur.in
- www.naac.gov.in
- www.dhepune.gov.in
- www.mahacet.org

SECTION 4 (1) (b) (vi) / MANUAL - 6: OFFICIAL DOCUMENTS AND THEIR AVAILABILITY

Sr. No.	Officer	Available Information
1	Teaching Staff	Student attendance, tutorial, academic diary, internal examination record,
2	Head Clerk	Documents related to Government Approval, Grant-in-aid, Affiliation, Cash book, ledger, paybook, muster book, Audited statement, Assessment Report, Employee service book and personal file, Cheque register, dead stock register, voucher files
3	Senior Clerk	Admission forms, T.C, General Register, University Exam Form, Result, Ledger, University & Government Correspondence,
4	Junior Clerk	Fee Register, Fee Receipt, Stock Register, Stationary, Sanstha Correspondence, Students Correspondence, Fee concession proposals Scholarships & Freeship,
5	Librarian	Books, Journals, Periodicals, Accession Register, Audio Visual and E-resources, Stock Register, Day Register, reading room register, Study room register, book bank register, repository, barrow card, Magazine & Newspaper register

- **Following documents are available in the college office**
 - The college Timetable
 - Examination Schedules
 - Scholarship Notices
 - Admission Forms
 - Administrative Notices
 - Students Records (General Register)
 - Students, Internal Assessment Records
 - Examination results
 - The College prospectus
 - Staff information and College directory (Muster, Service Books and Personal files)
 - Matters pertaining to Accounts (Cash Book, Ledger, Pay Bills, Receipt Book, Fee Registers, Stock Register and Dead Stock Register, Receipt Payment, Balance Sheet, Audited Statements, Assessment Reports)

- Composition and proceedings of various Committees

SECTION 4 (1) (b) (vii) / MANUAL - 7: MODE OF PUBLIC

PARTICIPATION

- The College Development Committee comprises of eminent personalities of the Society and representatives of the public.
- The College takes into account the suggestions provided by alumni and parents at the time of alumni meetings and parents meetings.
- The College organizes Legal Aid Camps and Legal Literacy Programmes in the Villages in Satara District every year to spread knowledge of law amongst the masses.
- Internship Programme, lectures, workshops and Para-Legal Training Programmes for students are organized in association with Alumni, District Legal Aid Committee and Satara District Bar Association.

Citizens / Stakeholders /Public Interaction

- Interaction with various Stakeholders is ensured by organising Parent meet, Alumni Meet, various felicitation programs, legal aid camps, legal literacy programs and para legal training activities.
- The college conducts Adv. V.N. Patil Memorial lecture series every year wherein renowned personalities, Judges, Academicians, Senior Lawyers, Social Activists etc. are invited to guide faculty and students. This program to is open to all public as well.
- Interaction is also encouraged and formally conducted during the Alumni Meet and Annual Day.
- Feedback is taken from parents, students, teachers, alumni and lawyers about curriculum and campus experience.
- Parents and members of the civil society are also free to meet the principal/other college authorities on working days.
- The support, suggestions and cooperation of all the stakeholders are always welcome.
- The college organises various programs/lectures for creating socio-legal awareness, environmental awareness, awareness about gender equality and gender justice etc. involving various stake holders.

SECTION 4 (1) (b) (viii) / MANUAL - 8: COUNCILS, COMMITTEES, FACULTIES, DEPARTMENTS, ETC. UNDER THE COLLEGE

The college has a single faculty i.e. Law Faculty. Different committees are formed for the smooth functioning and administration of the college. The college has IQAC as well as College Development Committee. The committees are as under

Sr. N	Secretary	Committees' Name
1.	Prin. (Prof.) Dr. Jadhav V.V.	<ol style="list-style-type: none"> 1. IQAC Committee (Chairman) 2. UGC Committee (Chairman) 3. B. C. Cell Standing Committee (Chairman) 4. Students' Council (Chairman) 5. College Development Committee (Secretary) 6. Purchase Committee (Chairman) 7. Library Advisory Committee (Chairman)
2	Dr. Mrs. Patil D.P.	<ol style="list-style-type: none"> 1. IQAC Committee (IQAC Co Ordinator) 2. BCI Affiliation 3. National Education Policy (NEP) 4. Wallpaper and Magazine Committee 5. Extra-Curricular Activities Committee
3.	Dr. Mrs. Suryawanshi M.N.	<ol style="list-style-type: none"> 1. AISHE, Sanstha Mahiti 2. Internal Complaint Committee 3. Alumni Committee 4. Time Table Committee 5. Staff Meeting Minutes, Feedback 6. Internal Programme Committee & Rupali Tawade Programme
4.	Prof. Shri. Desai Y.N.	<ol style="list-style-type: none"> 1. Admission Committee 2. UGC Committee, DHE (MIS) 3. Teaching Learning Evaluation & Merit Promotion Committee (College exam) 4. Grievance Redressal Cell 5. Website Monitoring & Media 6. Seminar / Workshop
5.	Prof. Shri. Nikumbh G.Y.	<ol style="list-style-type: none"> 1. Legal Aid Committee and Internship Committee (PLV) / High Court Visit 2. Lead College Activity 3. Student Counselling, Discipline and Attendance Committee 4. Anti Ragging Committee, 5. Career Guidance & Placement Counselling 6. NIRF 7. State Level Late Justice P.B. Gajendragadkar Memorial Moot Court Competition
6.	Dr. Mrs Jawale R. J.	<ol style="list-style-type: none"> 1. Students' Council and Students' Bar Association 2. Research & Promotion Cell 3. University Affiliation (LL.M./DLL/DTL/DCL) 4. NSS (National Service Scheme) Committee 5. Parent -Teacher Committee 6. Cultural Activity, Youth Festival & Annual Day 7. AAA Committee
		<ol style="list-style-type: none"> 1. Library Advisory Committee (Secretary) 2. News Publicity

7.	Mr. Jadhav P. D.	3. Building Maintenance & Development Committee 4. Gymkhana Committee 5. Equal Opportunity Cell, 6. Green Club
8.	Shri. Khan R M.	1. B. C. Cell Standing Committee (Secretary) 2. Purchase Committee (Secretary) 3. Students Grievance Redressal Committee (Secretary)

Note: The details of the various College Committees and the teaching staff members are available at our website.

SECTION 4 (1) (b) (ix) / MANUAL - 9: DIRECTORY OF OFFICERS AND EMPLOYEES

Directory of officers and employees is available in the college office as well as on the college website www.imlc.ac.in

Full Time Teaching Staff –

Sr. No	Name of Teacher	Designation	Qualification
1.	Prof. (Dr.) Jadhav V. V.	Principal Professor	B.Sc. (Chem.), LL.M. NET, Ph.D., C.C.F.&M.J.
2	Dr. Patil D.P.	Associate Professor	B.S.L. LL.M. SET
3	Dr. Jawale R.J.	Associate Professor	B. Com, LL.M, NET
4	Dr. Suryawanshi M.N.	Assistant Professor	B.S.L., LL.M., NET
5	Mr. Desai Y.N.	Assistant Professor	B.S.L. LL.M., NET
6	Mr. Nikumbh G.Y.	Assistant Professor	B.S.L., LL.M., SET, NET
7	Mr. Jadhav P. D.	Librarian	B.Sc., M. Lib, NET

Teaching Staff on CHB Basis -

Sr. No	Name of Teacher	Designation	Qualification
1	Mrs. S. S. Rajebhonsle	Assistant Professor in Law	M.A., LL.M., NET
2	Ms. P. S. Chavan	Assistant Professor in Law	B. Com, LL.B., LL.M, NET
3	Mr. N. R. Jadhav	Assistant Professor in English	M.A, NET
4	Ms. S. A. Deshmukh	Assistant Professor in Political Science	M.A. (Pol. Science) NET
5	Mr. S. B. Kadam	Assistant Professor in History	M.A. (History), NET
6	Mrs. S. A. Gawade	Assistant Professor in Economics	M.A (Eco.), NET, SET
7	Smt. S.K. Kharat	Assistant Professor in Sociology	M.A. (Sociology) NET

8	Mr. A. R. Dravid	Assistant Professor in Legal History	B.S.L., LL.M., NET
9	Mrs. N.C. Sakhwalkar	Assistant Professor in Law (LL.M.)	LL.M., SET
10	Dr. S. P. Katkar	Assistant Professor in Law (LL.M.)	M.A, LL.M., Ph.D.
11	Mrs. K. R. Yadav	Assistant Professor in Law (LL.M.)	M.A., LL.M, NET, SET
12	Ms. S. S. Gaikwad	Assistant Professor in Law (LL.M.)	BSL, LL.M., NET
13	Mrs. A. U. Ghorpade	Assistant Professor in Labour Law (DLL)	LL.B., LL.M
14	Mrs. S. S. Rairikar	Assistant Professor in Taxation (DTL)	M.Com, C. A
15	Ms. A. B. Kasar	Assistant Professor in Cyber Law (DCL)	BSL, LL.M.
16	Ms. H. G. Shaikh	Assistant Professor in English (DLL, DTL, DCL)	M.A., B.Ed.

Administrative Staff

Sr. No	Name of Teacher	Designation	Qualification
1.	Shri. Khan R.M	Head Clerk	B.Com., LTC
2.	Shri. Jadhav M. U.	Senior Clerk	HSC
3.	Shri. Pawar S. S	Lib. Atten.	S.S.C
5	Shri. Aware D. S.	Peon	VI

SECTION 4 (1) (b) (x) / MANUAL - 10: MONTHLY REMUNERATION RECEIVED BY EACH OF ITS EMPLOYEE

The pay scales of various teaching and non-teaching staff are as prescribed by the University Grants Commission, Government of Maharashtra, Shivaji University, Kolhapur, and adopted by the Parent Institution Rayat Shikshan Sanstha and the College. The norms of Shivaji University are followed for the Staff Insurance Scheme.

Sr. No.	Employee/Officer Name	Designation	Pay Scale
1	Prof. (Dr.) Jadhav Vaishali Vijay	Principal	144200-218200
2	Dr. Patil Deepa Pravin	Associate Professor	131400-217100

3	Dr. Jawale Rajashri Jagannath	Associate Professor	131400-217100
4	Dr. Suryawanshi Manjusha Nitin	Assistant Professor	79800-211500
5	Mr. Desai Yogesh Narayan	Assistant Professor	68900-205500
6	Mr. Nikumbh Ghansham Yuvraj	Assistant Professor	79800-211500
7	Mr. Jadhav Pravin Dattatraya	Librarian	57700-182400
8	Shri Khan Rafik Mohammad	Head Clerk	35400-112400
9	Shri Jadhav Mangesh Uttam	Senior Clerk	35400-112400
10	Shri Pawar Shrikant Sampat	Library Attendant	21700-69100
11	Shri Aware Dnyaneshwar Santram	Peon	19900-63200

* Payment to teachers on consolidated / CHB basis is made as per the norms of UGC, Rayat Shikshan Sanstha and College.

SECTION 4 (1) (b) (xi) / MANUAL - 11: BUDGET ALLOCATED TO EACH AGENCY

The budget and the financial estimates are as approved by the College Development Committee, Rayat Shikshan Sanstha and Regional Joint Director, Higher Education, Kolhapur.

SECTION 4 (1) (b) (xii) / MANUAL - 12: MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

- Salary Grant (As per norms and procedure prescribed by the Government of Maharashtra and University Grants Commission)
- Medical Reimbursement Grant (As per norms and procedure prescribed by the Government of Maharashtra)
- Leave Encashment (As per norms and procedure prescribed by the Government of Maharashtra)

- Scholarships (As per norms and procedure prescribed by the Government of Maharashtra and the Central Government)
- Freeship and other Concessions (As per norms and procedure prescribed by the Government of Maharashtra and the Central Government)

SECTION 4 (1) (b) (xiii) / MANUAL - 13: CONCESSIONS GRANTED BY THE COLLEGE

Reservation policies of Government of India in principle as approved by the Shivaji University are followed. Scholarships are given to eligible students as per norms and procedure prescribed by the Government of Maharashtra and the Central Government.

SECTION 4 (1) (b) (xiv) / MANUAL - 14: INFORMATION AVAILABLE IN ELECTRONIC FORM

- All the 17 manuals under RTI and other information about the College are available in the college office and at the College website.
- Information made publicly available can be accessed at college website. All the information about the college is available at our website and in the college office.

SECTION 4 (1) (b) (xv) / MANUAL - 15: MEANS, METHODS AND FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

- Unrestricted Access to Website.
- Citizens may seek the information from the office of the college on working days during office hours.
- Through the notice boards, relevant brochures and various other rules which are available in Office as well as at website.
- Information for the general public is disseminated occasionally through press releases, advertisements etc.

SECTION 4 (1) (b) (xvi) / MANUAL – 16: PUBLIC INFORMATION OFFICER

Public information office: Shri Khan R.M.

Head Clerk,

Ismailsaheb Mulla Law College, Satara

Contact No.: (O) 02162 234138

Email: khanrafik1971@gmail.com

Appellate Authority: Prof. (Dr.) Vaishali Vijay Jadhav

Principal,

Ismailsaheb Mulla Law College, Satara

Contact No.:(O) 02162 234138

Email: imlcsatara@gmail.com

SECTION 4 (1) (b) (xvii) / MANUAL - 17: OTHER USEFUL INFORMATION

- Ismailsaheb Mulla Law College is doing a pioneering work in the field of legal education in Satara District and surrounding area since 1968.
- The college is affiliated to Shivaji University (Permanent Affiliation from 2007)
- Recognised by the Government of Maharashtra
- Recognised by UGC (From 2010)
- Approved by the Bar Council of India
- Reaccredited by NAAC in 3rd Cycle with A Grade (3.02 CGPS) for the period 2025-2030.
- Participating in NIRF
- Conducting Legal Aid and Legal Literacy programmes through Legal Services Clinic.
- Opportunities for Legal Education at UG as well as PG level (LL.B. / LL.M./ DLL/ DTL / DCL / COC Diploma & Certificate Courses)

Necessary Information about the college is available at the College Website and the College Office. This information is updated from time to time at the College website.