

Dr. B. B. Hegde First Grade College, Kundapura

REGULATIONS GOVERNING CERTIFICATE COURSE

1. **Title:** The programme shall be called Certificate course in respective disciplines.
2. **Eligibility for Admission:** A candidate admitted to any degree in Dr. B. B. Hegde First Grade College is eligible for admission to certificate course.
3. **Duration:** Duration of the certificate course shall be minimum of 30 hours of instruction including practical and should be completed in an academic year.
4. **Medium of instruction:** Medium of instruction and examination shall be in English/Kannada.
5. **Attendance:** A candidate shall be considered to have a satisfied requirement of attendance for the programme, if he/ she attends not less than 75% of classes actually held in each subject computed for theory or practical where ever applicable. However, shortage of attendance of 60% is condoned by the coordinator of the certificate course or the Principal.
6. **Hours of instruction and examination:** 30 hours minimum instruction.

Hours: 2 hrs/ week

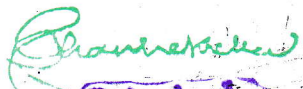
Duration of Exam: 3 hrs.

Max. Marks: 100/Subject

Min. Marks: 35%

Percentage of marks for declaration of grades: The grades are declared as following:

| Aggregate percentage | Grade point | Alpha sign grade | Class |
|-----------------------------|-------------|------------------|------------------------------|
| 90% and above | 9 | O | First class with distinction |
| 80% and above but below 90% | 8 | A ⁺⁺ | |
| 70% and above but below 80% | 7 | A ⁺ | |
| 60% and above but below 70% | 6 | A | First Class |
| 55% and above but below 60% | 5 | B ⁺ | High Second Class |
| 50% and above but below 55% | 4 | B | Second Class |
| 35% and above but below 50% | 3 | C | Pass Class |
| Below 35% | 2 | D | Fail |


Principal
Dr. B. B. Hegde First Grade College
Kundapura

GUIDELINES FOR CONDUCTING CERTIFICATE COURSE

IN

Dr. B. B. Hegde First Grade College, Kundapura

1. The Students are permitted to take up any number of certificate courses according to their wish during the regular study in the College.

2. Admission procedure for certificate course:

2.1 Each department should provide the detailed syllabus and examination pattern of certificate course by the last working day of academic year for admission in the next academic year for the programme to the coordinator of certificate course.

2.2 The Coordinator would prepare the list of all available certificate courses and publish it in the prospects of the College and publish in the College notice board for admission.

2.3 A student desired to admit to certificate course shall obtain application form from College office and submit it to the Head of the department of the concerned department organizing certificate course.

2.4 The Head of the department of departments should submit the application form to the coordinator.

2.5 The coordinator should publish the list of selected candidates and students should pay the fee within a week after publication of list.

2.6 The Head of the departments are required to enroll the students for classes after verifying fee paid receipt.

2.7 A student once joined the course is not permitted to discontinue for any reason and in no circumstances the fee paid will be refunded.

3. Examination:


3.1 After completion of course each department should submit the attendance particulars and details of class conducted to the coordinator, on approval of coordinator the examination process can be initiated.

3.2 Each department should prepare question paper in accordance with the regulations and conduct the examination.

- 3.3 After the evaluation, mark sheet of students should be submitted to coordinator of the programme as per the schedule.
- 3.4 If student fails to get the minimum percentage of marks then they should appear for re-examination when it is offered.
- 3.5 The certificate will be issued by the coordinator through College office with seal and signature of the Principal.


4. Academic calendar for certificate course:

- 4.1 Admission to the course: Within 15 days after reopening of College/Semester.
- 4.2 Publication of selected course: First week after reopening of College/Semester.
- 4.3 Payment of fees: Within third week after reopening of College/Semester.
- 4.4 Submission of shortage of attendance and course completion form to coordinators: Two weeks before commencement of examination.
- 4.5 Examination: one week before last week of respective academic year/ semester.
- 4.6 Announcement of result: Before commencement of next academic year.
- 4.7 Issue of certificate: First week of next academic year/ semester.


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REMUNERATION AND FEES OF CERTIFICATE COURSE

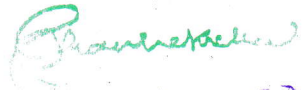
1. Remuneration for the conductance of course should be approved by the coordinator of the course and the Principal of Dr. B. B. Hegde First Grade College, Kundapura.
2. Remuneration for teachers should be predecided in consultation with coordinator and the Principal by respective head of the departments or programme in-charge of respective course.
3. The fee for each course should be decided by the coordinator of the course with consultation of the Principal.
4. The fee would be collected by the college office and all the expenses will be paid by the office.
5. Except in the case of unavoidable conditions, expenses of the course should not exceed the income.



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**Documents to be submitted to the Coordinator of Certificate
course
by the HOD**

1. Application Form
2. Certificate Course Profile
3. Syllabus copy in prescribed format
4. Budget Form
5. List of students with allotted Register No.
6. Admission Register
7. Attendance Register
8. Attendance Shortage Form
9. Course Completion Form
10. Expense Form With Bills
11. Marks Card




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Dr. B.B. Hegde First Grade College, Kundapura

CERTIFICATE COURSE -2017-18

COURSE NAME: CONSUMER EDUCATION

Co-ordinators:

- Mr. Hareesha B 
- Mr. Shivraj C 

Introduction:

‘Consumer Education’ provides the public with the information and its needs on products and services.

Objectives:

- To gain knowledge on consumer education.
- To understand the rights and responsibilities of consumers.

Learning outcomes:

Students will be able to make better purchase decisions and provides better standard of living.



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Dr. B.B. HEGDE FIRST GRADE COLLEGE KUNDAPURA

Certificate Course in Consumer Education

Final Examination- February 2018

Time : 3 hours

Maximum marks : 100

SECTION –A

(2X5=10)

Answer all the questions.

1. a) Who is a customer?
- b) Who is the father of consumer education?
- c) What is consumer credit?
- d) What is consumer education?
- e) What is consumer movement?

SECTION –B

Answer all the questions.

(10x5=50)

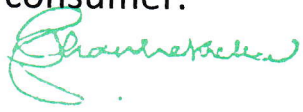
1. Write a note on consumer protection act.
2. Explain the factors affecting the consumer behaviour?
3. Why is it necessary to give consumer education?
4. What are the challenges faced by the consumer?
5. Explain the advantages and disadvantages of consumer credit.

SECTION –C

(20X2=40)

Answer all the questions.

1. What are the problems faced by the consumer? Explain the solutions to consumer problems?
2. Explain the rights and responsibilities of consumer.


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**Dr. B.B. HEGDE FIRST GRADE COLLEGE KUNDAPURA
CERTIFICATE COURSE - CONSUMER EDUCATION
YEAR 2017-18**

| S.L.No | Roll No. | NAME | Class |
|--------|----------|--------------------|-------------|
| 1 | 2308 | ANANTH NAYAK | BCOM SECOND |
| 2 | 2312 | ARCHANA | BCOM SECOND |
| 3 | 2317 | ASHWINI S PUTHRAN | BCOM SECOND |
| 4 | 2320 | DEEPTHI | BCOM SECOND |
| 5 | 2329 | KAVITHA | BCOM SECOND |
| 6 | 2333 | N. GOUTHAMI SHETTY | BCOM SECOND |
| 7 | 2344 | PRAJWAL SHETTY | BCOM SECOND |
| 8 | 2405 | AKSHATHA | BCOM SECOND |
| 9 | 2409 | ANITHA POOJARY T | BCOM SECOND |
| 10 | 2414 | ASHRITHA | BCOM SECOND |
| 11 | 2416 | CHAITHRA | BCOM SECOND |
| 12 | 2419 | DINESH MARATI | BCOM SECOND |
| 13 | 2421 | J L AMRUTHA | BCOM SECOND |
| 14 | 2422 | JAHNAVI | BCOM SECOND |
| 15 | 2430 | NAMRUTHA | BCOM SECOND |
| 16 | 2431 | NEETHA | BCOM SECOND |
| 17 | 2439 | POORNIMA H | BCOM SECOND |
| 18 | 2441 | PRAGATHI | BCOM SECOND |
| 19 | 2450 | RANJITHA | BCOM SECOND |
| 20 | 2452 | RENITA | BCOM SECOND |
| 21 | 2911 | ARATHI U N | BCOM FIRST |
| 22 | 2916 | ASWITHA | BCOM FIRST |
| 23 | 2924 | DHANIK | BCOM FIRST |
| 24 | 2926 | GANESHA KUMAR | BCOM FIRST |
| 25 | 2928 | JAYALAKSHMI | BCOM FIRST |
| 26 | 2944 | QUINTIN | BCOM FIRST |
| 27 | 2954 | SHASHIDHAR | BCOM FIRST |
| 28 | 2960 | SHRUTHI | BCOM FIRST |
| 29 | 2963 | SHYAMALA | BCOM FIRST |
| 30 | 3007 | AKSHATHA GANIGA | BCOM FIRST |
| 31 | 3025 | LEELAVATHI | BCOM FIRST |
| 32 | 3028 | MANORAJ | BCOM FIRST |
| 33 | 3031 | NAYANA DEVADIGA | BCOM FIRST |
| 34 | 3082 | VIJETHA | BCOM FIRST |
| 35 | 3088 | SANGEETHA | BCOM FIRST |


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Dr. B.B.HEGDE FIRST GRADE COLLEGE KUNDAPURA

Certificate courses: 2018-19

Result Sheet

Course Name: CONSUMER EDUCATION

Total Marks: 100

Co-ordinators: HAREESHA.B

| Sl. No. | Student Name | Marks obtained | Grade Point | Alpha Sign Grade |
|---------|---------------------|----------------|-------------|------------------|
| 1. | Ananth nayan | 94 | 9 | O |
| 2. | Archana | 90 | 9 | O |
| 3. | Ashwini S puthran | 84 | 8 | A++ |
| 4. | Deepthi | 76 | 7 | A+ |
| 5. | Kaheela | 84 | 8 | A++ |
| 6. | Ms. Gowthami Shetty | 89 | 8 | A++ |
| 7. | prajwal shetty | 90 | 9 | O |
| 8. | Akhil | 92 | 9 | O |
| 9. | Anika pojay T | 92 | 9 | O |
| 10. | Ashwini | 76 | 7 | A+ |
| 11. | Chaitra | 84 | 8 | A++ |
| 12. | Devi Marathi | 89 | 8 | A++ |
| 13. | J.L. Anuradha | 95 | 9 | A++ |
| 14. | Jahanni | 90 | 9 | A++ |
| 15. | Namrutha | 81 | 8 | A++ |
| 16. | Neel | 84 | 8 | A++ |
| 17. | poornima H. | 89 | 8 | A++ |
| 18. | Prayathi | 92 | 9 | O |
| 19. | Ranjitha | 92 | 9 | O |
| 20. | Rishi | 74 | 7 | A+ |
| 21. | Arathi U.N. | 92 | 9 | O |
| 22. | Ashwini | 93 | 9 | O |
| 23. | Ashwini | 76 | 7 | A+ |
| 24. | Ganesh Kumar | 84 | 8 | A++ |
| 25. | Jayalaxmi | 86 | 8 | A++ |
| 26. | Quentin | 93 | 9 | O |
| 27. | Charvi Dhas | 92 | 9 | O |
| 28. | shreyanala | 83 | 8 | A++ |
| 29. | shreethi | 94 | 9 | O |

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Kundapura -576201

| | | | | |
|-----|-----------------|----|---|----|
| 30. | Amalata Ganya | 79 | 7 | AT |
| 31. | Leelavathi | 78 | 7 | AP |
| 32. | Mano Ray | 79 | 7 | AT |
| 33. | Neelana/Devadya | 84 | 8 | AT |
| 34. | Vijela | 93 | 9 | D |
| 35. | Shpeella | 69 | 6 | A |

Abk

Co-ordinator

(Certificate Course)

Chandrashekhara

Principal

Principal
Dr. B.B. Hegde First Grade College
Kundapura -576201

Dr. B.B. Hegde First Grade College, Kundapura
Department of Commerce & Management

CERTIFICATE COURSE ON CONSUMER EDUCATION
SYLLABUS

Max marks:100

Total marks:40

Chapter 1: Introduction to consumer education: 10hrs

Introduction, Definition of consumer education, basic concepts of consumer education (consumer product, behaviour, forum, footfalls), advantages, problems faced by consumers, solution to consumer problems.

Chapter 2: Law for consumer protection: 8hrs

Standardisation marks, consumer movement, consumer expectations.

Chapter 3: Health & life insurance: 8hrs

Health care providers, health plans, consumer rights & responsibilities.

Chapter 4: Saving money, Investing & credit: 8hrs

Advantages and disadvantages of consumer credit, credit rights and Simple & compound interest, Saving and investing basics, Mutual fund, Stocks and retirement investments.

Chapter 5: Money management:

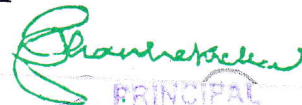
Taxes, how to file a tax returns, Banking services.

Reference books:

Business Ethics – shailendrakumarAlokkumar Rai

Income Tax and GST –Dr.H.CMehrotra

General Insurance Guide –Dr.L.P. GUPTA


PRINCIPAL

Dr. B. B. Hegde First Grade College
Kundapura

Dr. B. B. Hegde First Grade College, Kundapura

Application for Certificate Course 2017-18

Name of the Student : ANANTH NAYAK
Class & Section : II BCOM
Roll No. : 2308
Father's Name : Laxmi Nayak
Contact Number : 799 62 75 773
Permanent Address : Sri Vigneshwara Krupa
Garapalhi Kalli

Percentage of Marks

| SSLC | PUC | I Sem. | II Sem. | III Sem. | IV Sem. | V Sem. | VI Sem. |
|-------|-------|--------|---------|----------|---------|--------|---------|
| 86.21 | 56.62 | 58.67 | 65.47 | 75.76 | | | |

Interested in Consumer Education Certificate Course

- Yakshagana
- Consumer Education
(Choose any one Certificate Course)

Undertaking :

I abide all the rules and regulations relating to the certificate courses offered by the Department.

Signature of the Parent

Ananth Nayak
Signature of the Student

Date : 05/08/17

Place : Kundapura

(For office use only)

Admitted to Consumer Education Certificate Course during the Academic Year 2017-18.

Dr. B. B. Hegde First Grade College, Kundapura

Application for Certificate Course 2017-18

Name of the Student : PRATWAL SNEYV
Class & Section : II B Com
Roll No. : 2344
Father's Name : Prabhakar
Contact Number : 7259328547
Permanent Address : Buddemare Bijoor
Byndoor Tal - Udupi

Percentage of Marks

| SSLC | PUC | I Sem. | II Sem. | III Sem. | IV Sem. | V Sem. | VI Sem. |
|------|-----|--------|---------|----------|---------|--------|---------|
| 60+ | 69+ | 61+ | | | | | |

Interested in Consumer Education Certificate Course

- Yakshagana
- Consumer Education
(Choose any one Certificate Course)

Undertaking :

I abide all the rules and regulations relating to the certificate courses offered by the Department.

Signature of the Parent

Pratwal
Signature of the Student

Date : 7/8/2017

Place : Kundapura

(For office use only)

Admitted to Consumer Education Certificate Course during the Academic Year 2017-18.



**DR. B. B. HEGDE FIRST GRADE COLLEGE
KUNDAPURA**

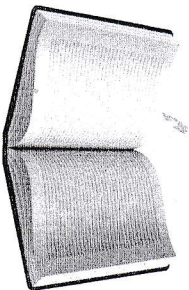
Certificate Course

CONSUMER EDUCATION

This is to certify that Mr./Miss.....*PRAKASH*.....*SHREYAS*.....
has successfully completed Consumer Education Certificate Course during the year....*2017-18*.....

[Handwritten Signature]

Principal
Dr. B. B. Hegde
Principal
Grade College



[Handwritten Signature]
Chief Co-ordinator



Dr. B. B. HEGDE FIRST GRADE COLLEGE
KUNDAPURA

Certificate Course

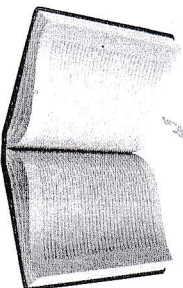
CONSUMER EDUCATION

This is to certify that Mr./Miss.....ANANTH.....NAYAK.....

has successfully completed Consumer Education Certificate Course during the year...2017-18.....

Principals

Dr. B. B. Hegde
Principal
Grade College



Chief Co-ordinator