



Children's Education Society (Regd.)

The Oxford College of Pharmacy

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka;
Approved by Pharmacy Council of India, New Delhi)

EXPENDITURE INCURRED ON INFRASTRUCTURE FACILITIES

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P. Padma

PRINCIPAL

The Oxford College Of Pharmacy
No 6/9, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068



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EXPENDITURE FOR INFRASTRUCTURE DEVELOPMENT & AUGMENTATION

Percentage of infrastructure development and augmentation excluding salary from Year 2018-2023

Expenditure for infrastructure development and augmentation, excluding salary from Year 2018-2023 (INR in lakhs)

YEAR	2022-23	2021-22	2020-21	2019-20	2018-19
Infrastructure Expenditure	27,65,938	6,85,328	6,91,970	10,37,311	11,91,800
Total Expenditure	28026554	19846528	19321310	22471553	23735318

particular	value
Total expenditure for infrastructure augmentation excluding salary during last five years	63.723
Total expenditure excluding salary during last five years	334.37
Percentage of infrastructure development and augmentation excluding salary during the last five years	19.05%

Expenditure for Infrastructure (in Lakhs)



■ 2022-23 ■ 2021-22 ■ 2020-21 ■ 2019-20 ■ 2018-19

P. Padma
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No 6/9, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068

THE
Oxford
COLLEGE OF PHARMACY

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TO WHOMSOEVER IT MAY CONCERN

This is to certify that The Oxford College of Pharmacy has incurred an amount of Rs.3,10,000 during the financial year 2022-23 towards purchase of new lab equipment and renovation which the expenditure has been treated and classified under the head office equipment in the income and expenditure account forming part of the audited statement for the year ended 31.03.2023.

For Children's Education Society (R)

P. Padma
PRINCIPAL

The Oxford College Of Pharmacy
No 619, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068

[Signature]
Accounts Manager

[Signature]
PRESIDENT
Children's Education Society (R)
1st Phase, J.P. Nagar,
Bangalore - 560 078.

Estd. 1974



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PRESIDENT
Children's Education Society (R)
1st Phase, J.P. Nagar,
Bangalore - 560 078.



S. Venkatesan & Co.
Chartered Accountants

Partners :

S. Venkatesan, B.Sc., B.L., F.C.A.

V. Venkatanarasimhan, F.C.A.

No. 31-33, II Floor, SNS Plaza

41, Kumara Krupa Road

BANGALORE - 560 001

Tel. : 22266127, 22264973

Tel. : 22382380, 22375970

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the expenditure incurred for Infrastructure Augmentation by M/s. The Oxford College of Pharmacy, as reflected in its separate books of accounts as well as in the books of M/s. Childrens Education Society for the Financial Years 2018-19 to 2022-23, is as tabulated herein below:

S.No	Expenditure towards Infrastructure Augmentation	F. Y 2018-19	F. Y 2019-20	F. Y 2020-21	F. Y 2021-22	F. Y 2022-23
1	Computers & ICT facilities	---	---	---	---	2,96,780
2	Procurement of Software	---	---	---	---	14,57,264
3	Academic facilities/ Furniture & Fixtures/ Building Renovation/Repair	7,50,050	2,66,378	2,06,932	3,14,828	1,66,123
4	Library Books and Helinet resources	3,89,830	7,70,933	4,85,038	3,70,500	5,14,138
5	Lab equipment, Office equipment,	51,920	---	---	---	3,31,633
	Total	11,91,800	10,37,311	6,91,970	6,85,328	27,65,938
	Grand total					63,72,347

P. Padma

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Bangalore - 560 068



For S. VENKATESAN & CO

Chartered Accountants

V. Venkatanarasimhan

V. Venkatanarasimhan

Partner

Membership No. 212985

Date : 25/06/2024

Place : Bengaluru

UDIN :- 24212985BKFHIJ3286

CHILDREN'S EDUCATION SOCIETY®
40, I PHASE, J P NAGAR, BANGALORE - 560 078

The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

BALANCE SHEET as at 31/03/2023

SOURCES OF FUNDS	Note	31/03/2023 Rs.	31/03/2022 Rs.
Capital Account	2	18,06,88,544	13,23,05,644
Current Liabilities & Provisions	3	16,93,874	22,30,420
TOTAL		18,23,82,418	13,45,36,064

APPLICATION OF FUNDS	Note	31/03/2023 Rs.	31/03/2022 Rs.
Fixed Assets	4	29,26,400	24,57,079
Investments	5	10,21,94,824	5,83,93,362
Current Assets, Loans & Advances	6	55,89,904	1,02,08,710
Cash & Bank Balances	7	7,16,71,290	6,34,76,913
TOTAL		18,23,82,418	13,45,36,064

Significant Accounting Policies 1

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narasimha Raja
PRESIDENT

A. Thas
SECRETARY

V. Venkatarasimhan
V VENKATANARASIMHAN
Partner

M.No. 212985

Firm Reg No.008708S

Place : Bangalore
Date : 25/10/2023

UDIN: 23212985B6XWVSHR7H

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INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2023

INCOME	Note	31/03/2023 RS.	31/03/2022 Rs.
Fees Collections		6,85,56,008	6,25,54,650
Other Income	8	72,22,975	38,68,873
TOTAL	(I)	7,57,78,983	6,64,23,523

EXPENDITURE	Note	31/03/2023 Rs.	31/03/2022 Rs.
University Fees	9	27,99,060	22,84,906
Administration & Other Operating Expenses	10	44,04,952	24,80,250
Employee Benefit Expenses	11	2,02,68,448	1,46,61,592
Depreciation & Amortization Expenses	4	5,54,094	4,19,780
TOTAL	II	2,80,26,554	1,98,46,528

Excess/(Deficit) of Income over Expenditure

Trf to Capital Account

(I-II)

4,77,52,429

4,65,76,995

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S. N. V. L. Nanaginkha Raju
PRESIDENT

ArTha.S
SECRETARY

V. Venkatarasimhan
V VENKATANARASIMHAN
Partner

Place : Bangalore
Date : 25/10/2023

M.No. 212985

Firm Reg No.008708S

UDIN: 23212985 BG XWVSH874

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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandara, Bangalore – 560 068

Note – 1

Significant Accounting Policies for the year ended 31/03/2023

1. Accounts are prepared on historical cost convention and under accrual basis of accounting unless otherwise stated.
2. Fixed Assets are stated at cost of acquisition inclusive of duties, taxes incidental and direct expenses related to acquisition.
3. Depreciation is provided as per the rates provided in The Income Tax Act, 1961.
4. Investments are carried at cost. Interest on Investments is recognized on accrual basis.
5. Fees received from students for the Academic year commencing during the year is recognized as income for the year itself. The "Fees Collections" amount represents the amount of fees collected, net of fee concession and waivers.
6. A sum of Rs.1,18,000/- represents provision towards audit fees.
7. Previous year figures have been regrouped/reclassified wherever necessary.

For Children's Education Society®

As per our report of even date
for S.VENKATESAN & Co.,

S.N.V.L. Narasimha Raju / Ar. Tha. S.
PRESIDENT / SECRETARY

Place : Bangalore
Date : 25/10/2023



V. Venkatesan Narasimhan
V. VENKATANARASIMHAN
Partner

Membership.No.212985
Firm Reg. No.008708S

UDIN: 23212985BGXWVSH874

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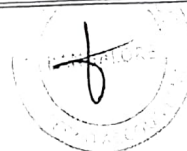
NOTES TO BALANCE SHEET as at 31/03/2023

NOTE - 2
CAPITAL ACCOUNT

PARTICULARS	31/03/2023 (Dr.) / Cr	31/03/2022 (Dr.) / Cr
By Balance B/d	13,23,05,644	9,02,44,530
By Excess/(Deficit) of Income over Expenditure - As per I/E A/c for the year	4,77,52,429	4,65,76,995
To Net Credit/(Debit) to Management	6,30,471	(45,15,882)
TOTAL - Balance C/d	18,06,88,544	13,23,05,644

NOTE - 3
CURRENT LIABILITIES & PROVISIONS

PARTICULARS	31/03/2023	31/03/2022
Advance Tuition Fees	8,69,820	9,75,400
Scholarship	3,07,200	2,31,350
Remuneration Payable	1,08,935	4,70,593
Amount Refundable To Students	25,000	30,000
Examination Fees	-	2,05,703
Provision for Project Expenses	-	39,055
<u>Statutory Payables</u>		
Employer's PF Payable	37,793	41,281
Employee's PF Payable	47,793	31,281
Employee's ESI Payable	1,685	1,212
Employer's ESI Payable	7,257	5,226
TDS On Salary	27,511	27,857
Professional Tax Payable	6,400	6,600
<u>Provision for Expenses:</u>		
Audit Fees Payable	1,18,000	1,18,000
Power Charges Payable	50,637	46,862
<u>Sundry Creditors for Expenses:-</u>		
M/S Vasa Scientific Co	22,257	-
M/S Sri Balaji Agencies	15,405	-
M/S Futurenet Telecom Pvt. Ltd	13,322	-
M/s End to End Office Supply	8,329	-
M/S Sb News Paper Agency	4,130	-
<u>Sundry Creditors for Purchases:-</u>		
M/s Diginnovations India Pvt.Ltd	22,400	-
Total	16,93,874	22,30,420



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NOTES TO BALANCE SHEET as at 31/03/2023

NOTE - 4
FIXED ASSETS

Sl. No	Particulars	W.D.V as on 01/04/2022	Additions During the year	Total	Depreciation		W.D.V as on 31/03/2023
					31/03/2023	31/03/2022	
1	Computers	1,102	2,13,580	2,14,682	43,157	735	1,71,525
2	Software	-	3,00,864	3,00,864	89,673	-	2,11,191
3	Lab Equipment	11,29,015	-	11,29,015	1,69,352	1,99,238	9,59,663
4	Library Books	8,96,556	94,138	9,90,694	1,41,543	1,57,157	8,49,151
5	Office Equipment	2,26,861	3,31,633	5,58,494	83,774	40,034	4,74,720
6	Projector	-	83,200	83,200	6,240	-	76,960
7	Furniture & Fixtures	2,03,545	-	2,03,545	20,355	22,616	1,83,190
Grand Total		24,57,079	10,23,415	34,80,494	5,54,094	4,19,780	29,26,400

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S. N. U. L. Narayana Raja
PRESIDENT

A. Tho. S.
SECRETARY

V. Venkata Narasimhan
V. VENKATANARASIMHAN
Partner
M.No. 212985
Firm Reg No.0087088

Place : Bangalore
Date : 25/10/2023



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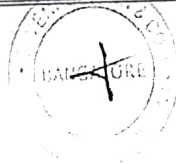
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NOTES TO BALANCE SHEET as at 31/03/2023

NOTE - 5
INVESTMENTS

PARTICULARS	31/03/2023	31/03/2022
Investments - BOB		
FD.No. 67590300000279 (Including Interest Accrued)	-	2,18,43,870
FD.No. 67590300000844 (Including Interest Accrued)	-	1,04,65,667
FD.No. 67590300000845 (Including Interest Accrued)	-	1,04,64,555
FD NO.- 67590300000892 (Including Interest Accrued)	1,63,34,459	1,56,19,270
FD NO.- 67590300001164 (Including Interest Accrued)	51,86,286	-
FD NO.- 67590300001171 (Including Interest Accrued)	77,78,417	-
FD NO.- 67590300001184 (Including Interest Accrued)	77,76,390	-
FD NO.- 67590300001351 (Including Interest Accrued)	2,04,78,876	-
FD NO.- 67590300001356 (Including Interest Accrued)	2,28,67,265	-
FD NO.- 67590300001476 (Including Interest Accrued)	2,17,73,131	-
TOTAL	10,21,94,824	5,83,93,362



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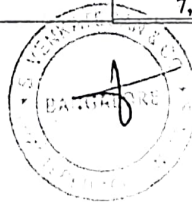
NOTES TO BALANCE SHEET as at 31/03/2023

NOTE - 6
CURRENT ASSETS, LOANS AND ADVANCES

PARTICULARS	31/03/2023	31/03/2022
Bescom - Additional Security Deposit	2,05,000	2,05,000
Bescom Security Deposit	63,850	63,850
General Advance	7,626	3,209
<u>Fees Receivables:</u>		
Fees Receivables from students	46,54,458	94,83,681
Fees Receivable- KEA- 2019-20	64,470	64,470
<u>Advance paid to Univeristy:</u>		
Advance Admin & Service charges	1,34,000	1,40,000
Advance Registration & Renewal Fees	1,30,000	1,24,000
Advance Annual Fees	70,000	64,000
Advance Helinet Fees	57,500	57,500
Advance Application fees	3,000	3,000
<u>Advance paid to Suppliers:</u>		
M/S Diya Enterprises	2,00,000	-
TOTAL	55,89,904	1,02,08,710

NOTE - 7
CASH & BANK BALANCES

PARTICULARS	31/03/2023	31/03/2022
Bank of Baroda SB. A/c. no- 67590100005033	6,67,57,565	5,73,83,612
Bank of Baroda Sb. A/c. no- 67590100005034	22,35,390	28,41,550
Bank of Baroda Sb. A/c. no- 74360100006274	13,22,202	12,38,657
Bank of Baroda Sb. A/c. no- 74360100008018	12,45,883	11,22,017
Bank of Baroda Sb. A/c. no- 74360100007607	1,07,780	8,44,628
Bank of Baroda Sb. A/c. no- 67590100002960	2,471	46,449
TOTAL	7,16,71,290	6,34,76,913



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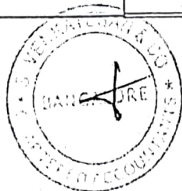
NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2023

NOTE - 8
OTHER INCOME

PARTICULARS	31/03/2023	31/03/2022
Interest On Deposit	43,29,324	22,23,695
SB Interest	12,56,908	8,11,958
Practical Service Charge	5,52,400	2,19,850
Amount no Longer Payable Written Back	3,56,079	1,71,975
Fine,Breakge and shortage Fees	3,09,762	1,82,585
Graduation Day Amount Collected from Students	2,08,800	-
Miscellaneous Income	1,05,579	1,97,652
Alumni Fees	49,000	57,500
Smart Card Fees	36,200	-
Transcript Fees	11,500	2,500
Improvement Fine	6,900	-
Reserch Grants Income	523	1,158
Total	72,22,975	38,68,873

NOTE - 9
UNIVERSITY FEES

PARTICULARS	31/03/2023	31/03/2022
Affiliation Fees	10,62,000	4,33,000
Helinet Fees	4,20,000	3,58,500
Admission Fees	4,12,000	1,52,000
Registration & Renewal Fees	4,00,000	5,61,250
University Fees	2,35,060	1,14,656
Sports Fees	96,000	1,22,000
Annual Fees	64,000	98,000
Additional Exam fees	54,000	-
SWF	47,600	61,000
Student Welfare Fees	5,400	-
Application Fees	3,000	3,000
Approval Fees	-	3,50,000
Eligibility Fees	-	31,500
TOTAL	27,99,060	22,84,906



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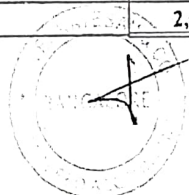
NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2023

NOTE - 10
ADMINISTRATION & OTHER OPERATING EXPENSES

PARTICULARS	31/03/2023	31/03/2022
Stipend to students	19,98,826	5,58,790
Power Charges	5,77,429	4,56,256
Security Charges	3,53,059	-
Graduation Day Expenses	2,30,708	-
Examination Expenses	1,90,968	1,26,779
Printing & Stationery	1,33,309	1,14,242
Advertisement Expenses	1,19,352	28,090
Audit Fees	1,18,000	1,18,000
Annual Maintenance Charges	95,838	1,27,784
Office Maintenance	85,752	1,85,508
Lab Maintenance	85,487	1,78,321
Building Insurance	80,779	85,066
Repairs & Maintenance Charges	70,285	1,87,044
Telephone & Internet Expenses	62,235	44,250
News Paper & Periodicals	46,014	1,08,761
Inspection Expenses	40,559	24,000
Seminar/Workshop/Competition	28,000	35,000
Annual/Inagural/Felicitation	24,881	37,090
Gas & Fuel Expenses	20,635	-
Legal Consultancy	20,000	-
Travelling & Conveyance	8,649	18,168
Bank Charges	5,764	4,441
Research Activity(Project Expenses)	5,446	1,158
Prof.Tax Renewal Fees & Expenses	2,500	2,500
Postage & Telegram	477	412
Staff Welfare Expenses	-	19,590
Spot Admission Expenses	-	19,000
TOTAL	44,04,952	24,80,250

NOTE - 11
EMPLOYEE BENEFIT EXPENSES

PARTICULARS	31/03/2023	31/03/2022
Salary	1,97,39,081	1,42,17,034
Employers' Contribution to EPF	3,98,098	3,38,740
Employers' Contribution to ESI	71,269	45,818
Remuneration to President	60,000	60,000
Total	2,02,68,448	1,46,61,592



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BALANCE SHEET as at 31/03/2022

SOURCES OF FUNDS	Note	31/03/2022 Rs.	31/03/2021 Rs.
Capital Account	2	13,23,05,644	9,02,44,530
Current Liabilities & Provisions	3	22,30,420	18,64,311
TOTAL		13,45,36,064	9,21,08,841

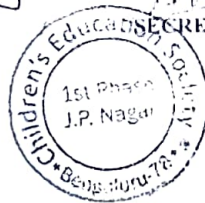
APPLICATION OF FUNDS	Note	31/03/2022 Rs.	31/03/2021 Rs.
Fixed Assets	4	24,57,079	28,64,859
Investments	5	5,83,93,562	4,13,91,681
Current Assets, Loans & Advances	6	1,02,08,710	1,18,54,551
Cash & Bank Balances	7	6,34,76,913	3,59,97,750
TOTAL		13,45,36,064	9,21,08,841

Significant Accounting Policies 1

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

L.V.L. Narasimha Raju
PRESIDENT



Place : Bangalore
Date : 28.09.2022

A. Thar S
SECRETARY

V. Venkatesan
V VENKATANARASIMHAN
Partner

M. No. 212985
Firm Reg No.008708S

UDIN: 22212985AW@KLE3504

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INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2022

INCOME	Note	31/03/2022 RS.	31/03/2021 Rs.
Fees Collections		6,25,54,650	5,92,30,610
Other Income	8	38,68,873	27,18,833
TOTAL	(1)	6,64,23,523	6,19,49,443

EXPENDITURE	Note	31/03/2022 Rs.	31/03/2021 Rs.
University Fees	9	22,84,906	18,47,000
Administration & Other Operating Expenses	10	24,80,250	31,41,330
Employee Benefit Expenses	11	1,46,61,592	1,38,43,197
Depreciation & Amortization Expenses	4	4,19,780	4,89,783
TOTAL	II	1,98,46,528	1,93,21,310

Excess/(Deficit) of Income over Expenditure
Trf to Capital Account (I-II) 4,65,76,995 4,26,28,134

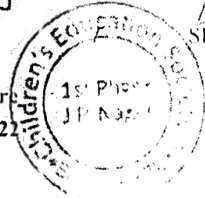
For Children's Education Society®

S.N.V.L. Narasimha Raja

PRESIDENT

Place : Bangalore

Date : 28.09.2022



A. Thar S
SECRETARY

As per our report of even date
for S. VENKATESAN & Co.,

V Venkatanarasimhan

V VENKATANARASIMHAN

Partner

M.No. 212985

Firm Reg No.008708S

UDIN: 22272985AW@KLE3504

P. Padma

PRINCIPAL

The Oxford College of Pharmacy
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Bangalore - 560 068

CHILDREN'S EDUCATION SOCIETY®
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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandara, Bangalore – 560 068

Note - 1

Significant Accounting Policies for the year ended 31/03/2022

1. Accounts are prepared on historical cost convention and under accrual basis of accounting unless otherwise stated.
2. Fixed Assets are stated at cost of acquisition inclusive of duties, taxes incidental and direct expenses related to acquisition.
3. Depreciation is provided as per the rates provided in The Income Tax Act, 1961.
4. Investments are carried at cost. Interest on Investments is recognized on accrual basis.
5. Fees received from students for the Academic year commencing during the year is recognized as income for the year itself. The "Fees Collections" amount represents the amount of fees collected, net of fee concession and waivers.
6. A sum of Rs.1,18,000/- represents provision towards audit fees.
7. Previous year figures have been regrouped/reclassified wherever necessary.

For Children's Education Society®

As per our report of even date
for S.VENKATESAN & Co.,

N.V.L. Narasimha Raja
PRESIDENT
SECRETARY

Place : Bangalore
Date : 28.09.2022



V. Venkatesan
Partner

V. VENKATANARASIMHAN
Partner
Membership.No.212985
Firm Reg. No.008708S



UDIN: 22212985AW&KLE3504

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NOTES TO BALANCE SHEET as at 31/03/2022

NOTE - 2
CAPITAL ACCOUNT

PARTICULARS	31/03/2022 (Dr.) / Cr	31/03/2021 (Dr.) / Cr
By Balance B/d	9,02,44,530	4,65,76,905
By Excess/(Deficit) of Income over Expenditure - As per I/E A/c for the year	4,65,76,995	4,26,28,134
To Net Credit/(Debit) to Management	(45,15,882)	10,39,491
TOTAL - Balance C/d	13,23,05,644	9,02,44,530

NOTE - 3
CURRENT LIABILITIES & PROVISIONS

PARTICULARS	31/03/2022	31/03/2021
Advance Tuition Fees	9,75,400	10,55,935
Remuneration Payable	4,70,593	1,26,336
Scholarship	2,31,350	2,03,629
Examination	2,05,703	1,94,936
Provision for Project Expenses	39,055	37,968
Amount Refundable To Students	30,000	-
Statutory Payables		
Employer's PF Payable	41,281	30,765
Employee's PF Payable	31,281	30,765
TDS On Salary	27,857	8,132
Professional Tax Payable	6,600	6,600
Employer's ESI Payable	5,226	955
Employee's ESI Payable	1,212	4,109
Provision for Expenses:		
Audit Fees Payable	1,18,000	1,18,000
Power Charges Payable	-46,862	-45,181
Creditors for Supplies:		
M S Telexair Telecom Pvt Ltd	-	1,000
Total	22,30,420	18,64,311

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NOTES TO BALANCE SHEET as at 31/03/2022

NOTE - 4
FIXED ASSETS

Sl. No	Particulars	W.D.V as on 01/04/2021	Additions During the year	Total	Depreciation		W.D.V as on 31/03/2022
					31/03/2022	31/03/2021	
1	Computers	1,837	-	1,837	735	1,225	1,102
2	Furniture & Fixtures	2,26,161	-	2,26,161	22,616	25,129	2,03,545
3	Lab Equipment	13,28,253	-	13,28,253	1,99,238	2,34,398	11,29,015
	Library Books	10,41,713	12,000	10,53,713	1,57,157	1,81,932	8,96,556
5	Office Equipment	2,66,895	-	2,66,895	40,034	47,099	2,26,861
	Grand Total	28,64,859	12,000	28,76,859	4,19,780	4,89,783	24,57,079

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.

S.N.V.L. Naragihha Raju
PRESIDENT

A. Thas
SECRETARY

V. Venkatarasimhan
V. VENKATANARASIMHAN

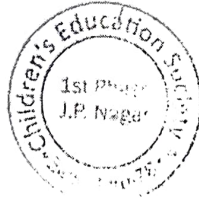
Partner

M.No. 212985

Firm Reg No.008708S

Place : Bangalore

Date : 28.09.2022



P. Padub

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No 6/9, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068

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No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

NOTES TO BALANCE SHEET as at 31/03/2022

NOTE - 5
INVESTMENTS

PARTICULARS	31/03/2022	31/03/2021
<u>Investments - BOB</u>		
FD.No. 67590300000279 (Including Interest Accrued)	2,18,43,870	2,12,53,752
FD.No. 67590300000844 (Including Interest Accrued)	1,04,65,667	1,00,69,499
FD.No. 67590300000845 (Including Interest Accrued)	1,04,64,555	1,00,68,430
FD NO.- 67590300000892 (Including Interest Accrued)	1,56,19,270	-
TOTAL	5,83,93,362	4,13,91,681

NOTE - 6
CURRENT ASSETS, LOANS AND ADVANCES

PARTICULARS	31/03/2022	31/03/2021
Bescom - Additional Security Deposit	2,05,000	2,05,000
Bescom Security Deposit	63,850	63,850
General Advance	3,209	39,481
<u>Fees Receivables:</u>		
Fees Receivables from students	94,83,681	1,07,63,250
Fees Receivable- KEA- 2019-20	64,470	64,470
<u>Advance paid to Univeristy:</u>		
Advance Admin & Service charges	1,40,000	1,10,000
Advance Registration & Renewal Fees	1,24,000	1,00,000
Advance Annual Fees	64,000	98,000
Advance Helinet Fees	57,500	57,500
Advance Application fees	3,000	3,000
Advance Approval Fees	-	3,50,000
TOTAL	1,02,08,710	1,18,54,551

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NOTES TO BALANCE SHEET as at 31/03/2022

NOTE - 7
CASH & BANK BALANCES

PARTICULARS	31/03/2022	31/03/2021
Bank of Baroda SB. A/c. no- 67590100005033	5,73,83,612	3,20,09,892
Bank of Baroda Sb. A/c. no- 67590100005034	28,41,550	12,05,093
Bank of Baroda Sb. A/c. no- 74360100006274	12,38,657	11,49,682
Bank of Baroda Sb. A/c. no- 74360100008018	11,22,017	11,11,114
Bank of Baroda Sb. A/c. no- 74360100007607	8,44,628	4,76,068
Bank of Baroda Sb. A/c. no- 67590100002960	46,449	45,361
Bank of Baroda Sb. A/c. no- 89600100002280	-	539
TOTAL	6,34,76,913	3,59,97,750



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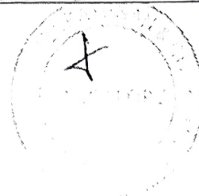
NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2022

NOTE - 8
OTHER INCOME

PARTICULARS	31/03/2022	31/03/2021
Interest On Deposit	22,23,695	9,22,201
SB Interest	8,11,958	7,59,547
Practical Service Charge	2,19,850	2,47,825
Miscellaneous Income	1,97,652	1,79,323
Fine, Breakage and shortage Fees	1,82,585	2,09,472
Amount no Longer Payable Written Back	1,71,975	2,21,934
Alumni Fees	57,500	-
Transcript Fees	2,500	-
Reserch Grants Income	1,158	46,431
Other fee ledgers	-	1,32,100
Total	38,68,873	27,18,833

NOTE - 9
UNIVERSITY FEES

PARTICULARS	31/03/2022	31/03/2021
Registration & Renewal Fees	5,61,250	4,50,000
Affiliation Fees	4,33,000	6,78,000
Helinet Fees	3,58,500	4,04,500
Approval Fees	3,50,000	10,000
Admission Fees	1,52,000	57,500
Sports Fees	1,22,000	1,28,000
University Fees	1,14,656	-
Annual Fees	98,000	-
SWF	61,000	64,000
Eligibility Fees	31,500	-
Application Fees	3,000	3,000
Additional Exam fees	-	51,000
Renewal Fee	-	1,000
TOTAL	22,84,906	18,47,000



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The Oxford College Of Pharmacy
No 6/9, 1st Cross, Begur Road, Hongasandra
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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2022

NOTE - 10

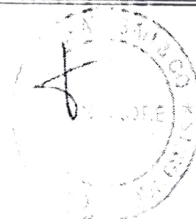
ADMINISTRATION & OTHER OPERATING EXPENSES

PARTICULARS	31/03/2022	31/03/2021
Stipend to students	5,58,790	16,65,739
Power Charges	4,50,256	3,89,822
Repairs & Maintenance Charges	1,87,044	24,936
Office Maintenance	1,85,508	40,046
Lab Maintenance	1,78,321	46,989
Annual Maintenance Charges	1,27,784	1,81,946
Examination Expenses	1,26,779	1,02,000
Audit Fees	1,18,000	1,18,000
Printing & Stationery	1,14,242	31,387
News Paper & Periodicals	1,08,761	4,041
Building Insurance	85,066	1,00,465
Telephone & Internet Expenses	44,250	95,819
Annual/Inagural/Felicitation	37,090	25,000
Seminar/Workshop/Competition	35,000	-
Advertisement Expenses	28,090	86,711
Inspection Expenses	24,000	7,625
Staff Welfare Expenses	19,590	-
Spot Admission Expenses	19,000	-
Travelling & Conveyance	18,168	10,605
Bank Charges	4,441	14,539
Prof.Tax Renewal Fees & Expenses	2,500	2,500
Research Activity(Project Expenses)	1,158	46,431
Postage & Telegram	412	629
Legal Consultancy	-	1,46,000
TOTAL	24,80,250	31,41,330

NOTE - 11

EMPLOYEE BENEFIT EXPENSES

PARTICULARS	31/03/2022	31/03/2021
Salary	1,42,17,034	1,34,27,339
Employers' Contribution to EPF	3,38,740	3,12,603
Employers' Contribution to ESI	45,818	44,555
Remuneration to President	60,000	58,650
Total	1,46,61,592	1,38,43,197



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2020-21

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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

BALANCE SHEET as at 31/03/2021

SOURCES OF FUNDS	Note	31/03/2021 Rs.	31/03/2020 Rs.
Capital Account	2	9,02,44,530	4,65,76,905
Current Liabilities & Provisions	3	18,64,311	14,34,244
TOTAL		9,21,08,841	4,80,11,149

APPLICATION OF FUNDS	Note	31/03/2021 Rs.	31/03/2020 Rs.
Fixed Assets	4	28,64,859	32,74,104
Investments	5	4,13,91,681	2,05,38,156
Current Assets, Loans & Advances	6	1,18,54,551	48,12,613
Cash & Bank Balances	7	3,59,97,750	1,93,86,276
TOTAL		9,21,08,841	4,80,11,149

Significant Accounting Policies 1

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narasimha Raju
PRESIDENT

A. Thas
SECRETARY

V. Venkatarasimian
V VENKATANARASIMIAN
Partner
M.No. 212985
Firm Reg No.008708S

Place : Bangalore
Date : 07.02.2022



UQIN: 22212985AAVIVJ6740

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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2021

INCOME	Note	31/03/2021 RS.	31/03/2020 Rs.
Fees Collections		5,92,30,610	5,21,68,300
Other Income	8	27,18,833	36,49,943
TOTAL	(I)	6,19,49,443	5,58,18,243

EXPENDITURE	Note	31/03/2021 Rs.	31/03/2020 Rs.
University Fees	9	18,47,000	17,90,800
Administration & Other Operating Expenses	10	31,41,330	44,18,092
Employee Benefit Expenses	11	1,38,43,197	1,57,30,809
Depreciation & Amortization Expenses	4	4,89,783	5,31,852
TOTAL	II	1,93,21,310	2,24,71,553

Excess/(Deficit) of Income over Expenditure
Trf to Capital Account

(I-II) 4,26,28,134 3,33,46,690

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narasimha Raja
PRESIDENT

Ar. Tho. S.
SECRETARY

V. Venkatarasimhan
Partner
M.No. 212985
Firm Reg No.008708S

Place : Bangalore
Date : 07.02.2022



P. Padma

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Bangalore - 560 068

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No.6/9, 1st Cross, Begur Road, Hongasandara, Bangalore – 560 068

Note – 1

Significant Accounting Policies for the year ended 31/03/2021

1. Accounts are prepared on historical cost convention and under accrual basis of accounting unless otherwise stated.
2. Fixed Assets are stated at cost of acquisition inclusive of duties, taxes incidental and direct expenses related to acquisition.
3. Depreciation is provided as per the rates provided in The Income Tax Act, 1961.
4. Investments are carried at cost. Interest on Investments is recognized on accrual basis.
5. Fees received from students for the Academic year commencing during the year is recognized as income for the year itself. The "Fees Collections" amount represent the amount of fees collected, net of fee concession and waivers.
6. A sum of Rs.1,18,000/- represents provision towards audit fees.
7. Previous year figures have been regrouped/reclassified wherever necessary.

For Children's Education Society®

As per our report of even date
for S.VENKATESAN & Co.,

S.N.V.L. Narasimha Raju / Ar. Tha. S.
PRESIDENT / SECRETARY

Place : Bangalore
Date : 07.02.2022



V. Venkatarasimhan
V. VENKATANARASIMHAN
Partner
Membership.No.212985
Firm Reg. No.008708S

NOTES TO BALANCE SHEET as at 31/03/2021

NOTE - 2
CAPITAL ACCOUNT

PARTICULARS	31/03/2021 (Dr.) / Cr	31/03/2020 (Dr.) / Cr
By Balance B/d	4,65,76,905	1,74,30,181
By Excess/(Deficit) of Income over Expenditure - As per I/E A/c for the year	4,26,28,134	3,33,46,690
To Net Credit/(Debit) to Management	10,39,491	(41,99,965)
TOTAL - Balance C/d	9,02,44,530	4,65,76,905

NOTE - 3
CURRENT LIABILITIES & PROVISIONS

PARTICULARS	31/03/2021	31/03/2020
Advance Tuition Fees	10,55,935	4,40,475
Scholarship	2,03,629	1,09,780
Examination	1,94,936	-
Remuneration Payable	1,26,336	3,43,419
Provision for Project Expenses	37,968	84,083
Amount Refundable To Students	-	1,25,000
Statutory Payables		
Employer's PF Payable	30,765	31,358
Employee's PF Payable	30,765	31,358
TDS On Salary	8,132	11,861
Professional Tax Payable	6,600	7,000
Employee's ESI Payable	4,109	1,341
Employer's ESI Payable	955	5,769
Provision for Expenses:		
Audit Fees Payable	1,18,000	1,18,000
Power Charges Payable	45,181	1,12,737
Creditors for Supplies:		
M/S Telexair Telecom Pvt Ltd	1,000	-
M/S Aqua P-Zone Enterprises(16)	-	9,263
M/S Aroma Cool	-	2,800
Total	18,64,311	14,34,244



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NOTES TO BALANCE SHEET as at 31/03/2021

NOTE - 4
FIXED ASSETS

Sl. No	Particulars	W.D.V as on 01/04/2020	Additions During the year	Total	Depreciation		W.D.V as on 31/03/2021
					31/03/2021	31/03/2020	
1	Computers	3,062	-	3,062	1,225	2,042	1,837
2	Furniture & Fixtures	2,51,290	-	2,51,290	25,129	27,921	2,26,161
3	Lab Equipment	15,62,651	-	15,62,651	2,34,398	2,75,762	13,28,253
4	Library Books	11,43,107	80,538	12,23,645	1,81,932	1,70,716	10,41,713
5	Office Equipment	3,13,994	-	3,13,994	47,099	55,411	2,66,895
	Grand Total	32,74,104	80,538	33,54,642	4,89,783	5,31,852	28,64,859

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Nanagishha Raju
PRESIDENT

A. Thais
SECRETARY

V. Venkatanarasimhan
V. VENKATANARASIMHAN

Partner
M.No. 212985
Firm Reg No.008708S

Place : Bangalore
Date : 07.02.2022



P. Padma
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NOTES TO BALANCE SHEET as at 31/03/2021

NOTE - 5
INVESTMENTS

PARTICULARS	31/03/2021	31/03/2020
<u>Investments - BOB</u>		
FD.No. 67590300000279 (Including Intrest Accrued)	2,12,53,752	-
FD.No. 67590300000844 (Including Intrest Accrued)	1,00,69,499	-
FD.No. 67590300000845 (Including Intrest Accrued)	1,00,68,430	-
FD NO.- 181801644000009 (Including Intrest Accrued)	-	2,05,38,156
TOTAL	4,13,91,681	2,05,38,156

NOTE - 6
CURRENT ASSETS, LOANS AND ADVANCES

PARTICULARS	31/03/2021	31/03/2020
Bescom - Additional Security Deposit	2,05,000	2,05,000
Bescom Security Deposit	63,850	63,850
General Advance	39,481	5,373
<u>Fees Receivables:</u>		
Fees Receivables from students	1,07,63,250	36,61,340
Fee Receivable- KEA- 2019-20	64,470	63,470
Fee Receivable- KEA- 2018-19	-	75,080
<u>Advance paid to Univeristy:</u>		
Advance Approval Fees	3,50,000	10,000
Advance Admin & Service charges	1,10,000	-
Advance Registration & Renewal Fees	1,00,000	1,000
Advance Annual Fees	98,000	6,70,000
Advance Helinet Fees	57,500	57,500
Advance Application fees	3,000	-
TOTAL	1,18,54,551	48,12,613



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NOTES TO BALANCE SHEET as at 31/03/2021

NOTE - 7
CASH & BANK BALANCES

PARTICULARS	31/03/2021	31/03/2020
Bank of Baroda SB. A/c. no- 67590100005033 [Earlier Known as VB SB. A/C No.- 5067]	3,20,09,892	1,53,38,958
Bank of Baroda Sb. A/c. no- 67590100005034 [Earlier Known as VB SB. A/C No.- 5070]	1205092.55	1493140
Bank of Baroda Sb. A/c. no- 74360100006274 [Earlier Known as VB SB. A/C No.- 0757]	11,49,682	10,56,261
Bank of Baroda Sb. A/c. no- 74360100008018 [Earlier Known as VB SB. A/C No.- 5762]	11,11,114	10,49,409
Bank of Baroda Sb. A/c. no- 74360100007607 [Earlier Known as VB SB. A/C No.- 6201]	4,76,068	3,54,936
Bank of Baroda Sb. A/c. no- 67590100002960 [Earlier Known as VB SB. A/C No.- 5129]	45,361	91,477
Bank of Baroda Sb. A/c. no- 89600100002280 [Earlier Known as VB SB. A/C No.- 5759]	539	955
Vijaya Bank SB A/c No .3804	-	1,140
TOTAL	3,59,97,750	1,93,86,276



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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2021

NOTE - 8
OTHER INCOME

PARTICULARS	31/03/2021	31/03/2020
Interest On Deposit	9,22,201	5,97,952
SB Interest	7,59,547	8,63,751
Practical Service Charge	2,47,825	-
Amount no Longer Payable Written Back	2,21,934	35,000
Fine,Breakage and shortage Fees	2,09,472	9,14,401
Miscellaneous Income	1,79,323	8,09,950
Other fee ledgers	1,32,100	1,18,400
Reserch Grants Income	46,431	99,989
Alumni Fees	-	65,000
Transcript Fees	-	15,000
Late Fee Fine	-	1,30,500
Total	27,18,833	36,49,943

NOTE - 9
UNIVERSITY FEES

PARTICULARS	31/03/2021	31/03/2020
Affiliation Fees	6,78,000	2,87,000
Registration & Renewal Fees	4,50,000	1,50,000
Helinet Fees	4,04,500	4,19,500
Sports Fees	1,28,000	-
SWF	64,000	-
Admission Fees	57,500	6,88,800
Additional Exam fees	51,000	1,67,500
Approval Fees	10,000	-
Application Fees	3,000	3,000
Renewal Fee	1,000	-
Processing Fees	-	75,000
TOTAL	18,47,000	17,90,800



P. Padua

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The Oxford College Of Pharmacy
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Bangalore - 560 068

The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2021

NOTE - 10
ADMINISTRATION & OTHER OPERATING EXPENSES

PARTICULARS	31/03/2021	31/03/2020
Stipend to students	16,65,739	17,42,149
Power Charges	3,89,822	5,99,916
Annual Maintenance Charges	1,81,946	36,298
Legal Consultancy	1,46,000	-
Audit Fees	1,18,000	1,18,000
Examination Expenses	1,02,000	2,42,538
Building Insurance	1,00,465	60,545
Telephone Expenses	95,819	1,07,187
Advertisement Expenses	86,711	1,05,910
Lab Maintenance	46,989	3,66,329
Research Activity(Project Expenses)	46,431	99,989
Office Maintenance	40,046	41,385
Printing & Stationery	31,387	2,07,706
Annual/Inagural/Felicitation	25,000	85,215
Repairs & Maintenance Charges	24,986	2,30,080
Bank Charges	14,589	25,433
Travelling & Conveyance	10,605	50,525
Inspection Expenses	7,625	84,164
News Paper & Periodicals	4,041	1,23,877
Prof.Tax Renewal Fees & Expenses	2,500	2,500
Postage & Telegram	629	1,719
Project expenses	-	-
Staff Welfare Expenses	-	39,362
Seminar/Workshop/Competition	-	29,300
Gas & Fuel Expenses	-	12,545
Miscellaneous Expenses	-	2,400
Guest Lecture Expenses	-	2,221
Pooja Expenses	-	800
TOTAL	31,41,330	44,18,092

NOTE - 11
EMPLOYEE BENEFIT EXPENSES

PARTICULARS	31/03/2021	31/03/2020
Salary	1,34,27,389	1,52,18,196
Employers' Contribution to EPF	3,12,603	3,78,190
Employers' Contribution to ESI	44,555	74,423
Remuneration to President	58,650	60,000
Total	1,38,43,197	1,57,30,809



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2019-20

CHILDREN'S EDUCATION SOCIETY®
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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

BALANCE SHEET as at 31/03/2020

SOURCES OF FUNDS	Note	31/03/2020 Rs.	31/03/2019 Rs.
Capital Account	2	4,65,76,905	1,74,30,181
Current Liabilities & Provisions	3	14,34,244	21,48,767
TOTAL		4,80,11,149	1,95,78,947

APPLICATION OF FUNDS	Note	31/03/2020 Rs.	31/03/2019 Rs.
Fixed Assets	4	32,74,104	34,54,523
Investments - BOB FD.No. 181801644000009 (Including Intrest Accrued)		2,05,38,156	-
Current Assets, Loans & Advances	5	48,12,613	35,91,340
Cash & Bank Balances	6	1,93,86,276	1,25,33,084
TOTAL		4,80,11,149	1,95,78,947

Significant Accounting Policies

1

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

N.V.L. Narasimha Raja
PRESIDENT

Artha S
SECRETARY

V. Venkatarasimhan
V VENKATANARASIMHAN
Partner
10.NOV.2020

Place : Bangalore
Date : 29/10/2020
10 NOV 2020



M.No. 212985
Firm Reg No.008708S
UDIN: 50212985 AAAA BI 5738

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The Oxford College of Pharmacy
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INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2020

INCOME	Note	31/03/2020 RS.	31/03/2019 Rs.
Fees Collections		5,21,68,300	4,59,89,003
Other Income	7	36,49,943	37,91,130
TOTAL	(I)	5,58,18,243	4,97,80,133

EXPENDITURE	Note	31/03/2020 Rs.	31/03/2019 Rs.
University Fees	8	17,90,800	20,65,140
Administration & Other Operating Expenses	9	44,18,092	56,20,945
Employee Benefit Expenses	10	1,57,30,809	1,54,59,941
Depreciation & Amortization Expenses	4	5,31,852	5,89,292
TOTAL	II	2,24,71,553	2,37,35,318

Excess/(Deficit) of Income over Expenditure
Trf to Capital Account

(I-II) 3,33,46,690 2,60,44,815

As per our report of even date

For Children's Education Society®

for S. VENKATESAN & Co.,

N.V.L. Narasimha Raju
PRESIDENT

A. Thas
SECRETARY

V. Venkatarasimhan
Partner
M.No. 212985
Firm Reg No.0087085
10 NOV 2020

Place : Bangalore

Date : 29/10/2020

NOV 2020



P. Padu
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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandara, Bangalore - 560 068

Note - 1

Significant Accounting Policies for the year ended 31/03/2020

1. Accounts are prepared on historical cost convention and under accrual basis of accounting unless otherwise stated.
2. Fixed Assets are stated at cost of acquisition inclusive of duties, taxes incidental and direct expenses related to acquisition.
3. Depreciation is provided as per the rates provided in The Income Tax Act, 1961.
4. Investments are carried at cost. Interest on Investments is recognized on accrual basis.
5. Fees received from students for the Academic year commencing during the year is recognized as income for the year itself. The "Fees Collections" amount represent the amount of fees collected, net of fee concession and waivers.
6. A sum of Rs.1,18,000/- represents provision towards audit fees.
7. Previous year figures have been regrouped/reclassified wherever necessary

For Children's Education Society®

As per our report of even date
for S.VENKATESAN & Co.,

N.V.L. Narasimha Raju

PRESIDENT

A. Thas

SECRETARY

Place : Bangalore

Date : 29/10/2020

10 NOV 2020



V. Venkatanarasimhan

V. VENKATANARASIMHAN

Partner

Membership.No.212485

Firm Reg. No.008708S

10 NOV 2020

NOTES TO BALANCE SHEET as at 31/03/2020

NOTE - 2
CAPITAL ACCOUNT

PARTICULARS	31/03/2020 (Dr.) / Cr	31/03/2019 (Dr.) / Cr
By Balance B/d	1,74,30,181	50,05,426
By Excess/(Deficit) of Income over Expenditure - As per I/E A/c for the year	3,33,46,690	2,60,44,815
To Net Credit/(Debit) to Management	(41,99,965)	(1,36,20,061)
TOTAL - Balance C/d	4,65,76,905	1,74,30,181

NOTE - 3
CURRENT LIABILITIES & PROVISIONS

PARTICULARS	31/03/2020	31/03/2019
Advance Tuition Fees	4,40,475	2,82,140
Remuneration Payable	3,43,419	2,37,959
Amount Refundable To Students	1,25,000	50,000
Scholarship	1,09,780	48,010
Provision for Project Expenses	84,083	-
Statutory Payables		
Employer's PF Payable	31,358	28,793
Employee's PF Payable	31,358	28,793
TDS On Salary	11,861	5,649
Professional Tax Payable	7,000	5,800
Employer's ESI Payable	5,769	7,924
Employee's ESI Payable	1,341	2,931
Provision for Expenses:		
Audit Fees Payable	1,18,000	1,18,000
Power Charges Payable	1,12,737	1,39,212
Salary Payable	-	11,60,120
Creditors for Supplies:		
M/S Aqua P-Zone Enterprises(16)	9,263	9,263
M/S Aroma Cool	2,800	-
M/S Kone Elevators India Pvt Ltd	-	24,173
Total	14,34,244	21,48,767

The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur road, Hongasandra, Bangalore - 560 068

NOTES TO BALANCE SHEET as at 31/03/2020

NOTE - 4
FIXED ASSETS

Sl. No	Particulars	W.D.V as on 01/04/2019	Additions During the year	Total	Depreciation		W.D.V as on 31/03/2020
					31/03/2020	31/03/2019	
1	Computers	5,104	-	5,104	2,042	3,402	3,062
2	Furniture & Fixtures	2,79,211	-	2,79,211	27,921	31,023	2,51,290
3	Lab Equipment	18,38,413	-	18,38,413	2,75,762	3,24,426	15,62,651
4	Library Books	9,62,390	3,51,433	13,13,823	1,70,716	1,69,833	11,43,107
5	Office Equipment	3,69,405	-	3,69,405	55,411	60,608	3,13,994
Grand Total		34,54,523	3,51,433	38,05,956	5,31,852	5,89,292	32,74,104

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narasimha Raju
PRESIDENT

A. Thas
SECRETARY

V. Venkatanarasimhan

V. VENKATANARASIMHAN

Partner NOV 2020

M.No. 212985

Firm Reg No.608703S

Place : Baagalore
Date : 29/10/2020
10 NOV 2020



P. Padma

PRINCIPAL

The Oxford College Of Pharmacy
No 6/9, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068

NOTES TO BALANCE SHEET as at 31/03/2020

NOTE - 5

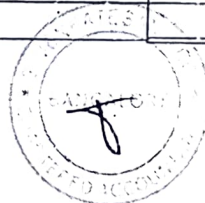
CURRENT ASSETS, LOANS AND ADVANCES

PARTICULARS	31/03/2020	31/03/2019
Bescom - Additional Security Deposit	2,05,000	2,05,000
Bescom Security Deposit	63,850	63,850
General Advance	5,373	20,000
Fees Receivables	36,61,340	28,39,990
Fee Receivable- KEA- 2018-19	75,080	-
Fee Receivable- KEA- 2019-20	63,470	-
Advance paid to Univeristy:		
Advance Affiliation Fee	6,70,000	1,80,000
Advance Helinet Fees	57,500	57,500
Advance Approval Fees	10,000	-
Advance Registration & Renewal Fees	1,000	1,50,000
Advance Processing Fees - AICTE	-	75,000
TOTAL	48,12,613	35,91,340

NOTE - 6

CASH & BANK BALANCES

PARTICULARS	31/03/2020	31/03/2019
Vijaya Bank SB A/c No .5067	1,53,38,958	92,19,449
Vijaya Bank SB A/c No .5070	14,93,140	13,83,863
Vijaya Bank SE A/c No .757	10,56,261	9,54,268
Vijaya Bank SB A/c No .5752	10,49,409	7,02,886
Vijaya Bank SB A/c No .6201	3,54,936	2,62,426
Vijaya Bank SB A/c No .5129	91,477	7,394
Vijaya Bank SB A/c No .3804	1,140	1,100
Vijaya Bank SB A/c No .5759	955	1,314
Cash:	-	384
TOTAL	1,93,86,276	1,25,33,084



The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2020

NOTE - 7
OTHER INCOME

PARTICULARS	31/03/2020.	31/03/2019
Fine,Breakge and shortage Fees	9,14,401	15,50,714
SB Interest	8,63,751	5,03,013
Fine	8,09,950	3,60,650
Interest On Deposit	5,97,952	-
Late Fee Fine	1,30,500	69,900
Smart Card Fees	1,18,400	1,33,900
Reserch Grants Income	99,989	1,65,415
Alumni Fees	65,000	9,23,638
Amount no Longer Payable Written Back	35,000	-
Transcript Fees	15,000	3,500
Seminar/workshop/competition collected	-	80,400
Total	36,49,943	37,91,130

NOTE - 8
UNIVERSITY FEES

PARTICULARS	31/03/2020	31/03/2019
Admission Fees	6,88,800	6,71,240
Helinet Fees	4,19,500	3,89,830
Affiliation Fees	2,87,000	8,62,000
University Processing Fees	1,67,500	-
Registration & Renewal Fees	1,50,000	75,000
Processing Fees	75,000	7,070
Application Fees	3,000	-
Eligibility Fees	-	60,000
TOTAL	17,90,800	20,65,140



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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2020

NOTE - 9

ADMINISTRATION & OTHER OPERATING EXPENSES

PARTICULARS	31/03/2020	31/03/2019
Stipend to students	17,42,149	16,40,030
Power Charges	5,99,916	4,81,635
Lab Maintenance	3,66,329	4,42,567
Examination Expenses	2,42,538	2,08,870
Repairs & Maintenance Charges	2,30,080	6,80,058
Printing & Stationery	2,07,706	2,13,440
News Paper & Periodicals	1,23,877	1,28,635
Audit Fees	1,18,000	1,18,000
Telephone Expenses	1,07,187	45,591
Advertisement Expenses	1,05,910	2,92,665
Inspection Expenses	84,164	4,99,430
Building Insurance	60,545	-
Travelling & Conveyance	50,525	31,190
Office Maintenance	41,385	2,32,343
Staff Welfare Expenses	39,362	38,475
Annual Maintenance Charges	36,298	69,992
Seminar/Workshop/Competition	29,300	65,152
Bank Charges	25,433	25,212
Project Grants paid	99,989	1,69,281
Gas & Fuel Expenses	12,545	-
Annual/Inagural/Felicitation	85,215	68,280
Prof.Tax Renewal Fees & Expenses	2,500	2,500
Miscellaneous Expenses	2,400	-
Guest Lecture Exp	2,221	5,000
Postage & Telegram	1,719	1,169
Pooja Expenses	800	-
student welfare expenses	-	1,46,431
Legal Consultancy	-	15,000
TOTAL	44,18,092	56,20,945



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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2020

NOTE - 10
EMPLOYEE BENEFIT EXPENSES

PARTICULARS	31/03/2020	31/03/2019
Salary	1,52,18,196	1,49,47,790
Employers' Contribution to EPF	3,78,190	3,54,170
Employers' Contribution to ESI	74,423	97,981
Remuneration to President	60,000	60,000
Total	1,57,30,809	1,54,59,941



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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

BALANCE SHEET as at 31/03/2019

SOURCES OF FUNDS	Note	31/03/2019 Rs.	31/03/2018 Rs.
Capital Account	2	1,74,30,181	50,05,426
Current Liabilities & Provisions	3	21,48,767	25,51,516
TOTAL		1,95,78,947	75,56,942

APPLICATION OF FUNDS	Note	31/03/2019 Rs.	31/03/2018 Rs.
Fixed Assets	4	34,54,523	39,91,895
Current Assets, Loans & Advances	5	35,91,340	11,65,230
Cash & Bank Balances	6	1,25,33,084	23,99,817
TOTAL		1,95,78,947	75,56,942

Significant Accounting Policies

1

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narayana Raju
PRESIDENT

Ai. Th. S.
SECRETARY

S. VENKATESAN
Partner
M.No. 9676
Firm Reg No.008708S

Place : Bangalore

Date : 20/10/2019



24.10.2019
UDIN : 19 009 676 AAAA BR 9870

CHILDREN'S EDUCATION SOCIETY®
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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2019

INCOME	Note	31/03/2019 RS.	31/03/2018 Rs.
Fees Collections		4,59,89,003	3,84,64,538
Other Income	7	37,91,130	20,82,385
TOTAL	(I)	4,97,80,133	4,05,46,923

EXPENDITURE	Note	31/03/2019 Rs.	31/03/2018 Rs.
University Fees	8	20,65,140	19,56,100
Administration & Other Operating Expenses	9	56,20,945	45,22,736
Employee Benefit Expenses	10	1,54,59,941	1,49,12,138
Depreciation & Amortization Expenses	4	5,89,292	6,71,999
TOTAL	II	2,37,35,318	2,20,62,973

Excess/(Deficit) of Income over Expenditure
Trf to Capital Account

(I-II) 2,60,44,815 1,84,83,950

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.,

S.N.V.L. Narayana Raju
PRESIDENT

A. Thas
SECRETARY

S VENKATESAN
Partner

M.No. 9676
Firm Reg No.008708S

24.10.2019

Place : Bangalore
Date : 20/10/2019



P. Padma

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The Oxford College Of Pharmacy
No 6/9, 1st Cross, Begur Road, Hongasandra
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CHILDREN'S EDUCATION SOCIETY®
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The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandara, Bangalore – 560 068

Note – 1

Notes to Accounts & Significant Policies

1. Accounts are prepared on historical cost convention and under accrual basis of accounting unless otherwise stated.
2. Fixed Assets are stated at cost of acquisition inclusive of duties, taxes incidental and direct expenses related to acquisition.
3. Depreciation is provided as per the rates provided in The Income Tax Act, 1961.
4. Investments are carried at cost. Interest on Investments is recognized on accrual basis.
5. Fees received from students for the Academic year commencing during the year is recognized as income for the year itself. The "Fees Collections" amount represent the amount of fees collected, net of fee concession and waives.
6. A sum of Rs.1,18,000/- represents provision towards audit fees.
7. Previous year figures have been regrouped/reclassified wherever necessary.

For Children's Education Society®

As per our report of even date
for S.VENKATESAN & Co.,

S.N.V.L. Narasimha Raju
PRESIDENT

A. Th. S.
SECRETARY

Place : Bangalore
Date : 20-10-2019



S.VENKATESAN
Partner

Membership.No.9676
Firm Reg. No.008708S

24.10.2019

The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

NOTES TO BALANCE SHEET as at 31/03/2019

NOTE - 2
CAPITAL ACCOUNT

PARTICULARS	31/03/2019 (Dr.) / Cr	31/03/2018 (Dr.) / Cr
By Balance B/d	50,05,426	60,75,461
By Excess/(Deficit) of Income over Expenditure - As per I/E A/c for the year	2,60,44,815	1,84,83,950
To Net Credit/(Debit) to Management	(1,36,20,061)	(1,95,53,985)
TOTAL - Balance C/d	1,74,30,181	50,05,426

NOTE - 3
CURRENT LIABILITIES & PROVISIONS

PARTICULARS	31/03/2019	31/03/2018
Advance Tuition Fees	2,82,140	3,03,570
Remuneration	2,37,959	2,72,478
Amount Refundable To Students	50,000	1,95,020
Scholarship	48,010	1,67,950
Employer's PF Payable	28,793	25,996
Employee's PF Payable	28,793	25,996
Employer's ESI Payable	7,924	11,871
Professional Tax Payable	5,800	7,000
TDS On Salary	5,649	10,848
Employee's ESI Payable	2,931	4,387
<u>Provision for Expenses:</u>		
Salary Payable	11,60,120	12,08,821
Power Charges Payable	1,39,212	88,319
Audit Fees Payable	1,18,000	1,18,000
<u>Creditors for Supplies:</u>		
M/S Kone Elevators India Pvt Ltd	24,173	-
M/S Aqua P-Zone Enterprises(16)	9,263	1,11,260
Total	21,48,767	25,51,516



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NOTES TO BALANCE SHEET as at 31/03/2019

NOTE - 4
FIXED ASSETS

Sl. No	Particulars	W.D.V as on 01/04/2018	Additions During the year	Total	Depreciation		W.D.V as on 31/03/2019
					31/03/2019	31/03/2018	
1	Computers	8,506	-	8,506	3,402	5,670	5,104
2	Furniture & Fixtures	3,10,234	-	3,10,234	31,023	34,471	2,79,211
3	Lab Equipment	21,62,839	-	21,62,839	3,24,426	3,81,677	18,38,413
4	Library Books	11,32,223	-	11,32,223	1,69,833	1,99,804	9,62,390
5	Office Equipment	3,78,093	51,920	4,30,013	60,608	50,377	3,69,405
	Grand Total	39,91,895	51,920	40,43,815	5,89,292	6,71,999	34,54,523

For Children's Education Society®

As per our report of even date
for S. VENKATESAN & Co.




S VENKATESAN

Partner

M.No. 9676

Firm Reg No.008708S

24.10.2019

S.N.V.L. Nonaginha Raju
PRESIDENT

Ai. Tho. S
SECRETARY

Place : Bangalore

Date : 20/10/2019



P. Padma
PRINCIPAL

The Oxford College Of Pharmacy
No 6/9, 1st Cross, Begur Road, Hongasandra
Bangalore - 560 068

The Oxford College of Pharmacy
No.6/9, 1st Cross, Begur Road, Hongasandra, Bangalore - 560 068

NOTES TO BALANCE SHEET as at 31/03/2019

NOTE - 5
CURRENT ASSETS, LOANS AND ADVANCES

PARTICULARS	31/03/2019	31/03/2018
Bescom - Additional Security Deposit	2,05,000	2,05,000
Bescom Security Deposit	63,850	63,850
General Advance	20,000	-
Fees Receivables	28,39,990	2,75,000
Fee Receivable- KEA- 2017-18	-	54,340
Fee Receivable- KEA- 2015-16	-	17,540
<u>Advance paid to Univeristy:</u>		
Advance Affiliation Fee	1,80,000	4,92,000
Advance Registration & Renewal Fees	1,50,000	-
Advance Processing Fees - AICTE	75,000	-
Advance Helinet Fees	57,500	57,500
TOTAL	35,91,340	11,65,230

NOTE - 6
CASH & BANK BALANCES

PARTICULARS	31/03/2019	31/03/2018
Vijaya Bank SB A/c No .5067	92,19,449	3,78,208
Vijaya Bank SB A/c No .5070	13,83,863	11,78,385
Vijaya Bank SB A/c No .757	9,54,268	-
Vijaya Bank SB A/c No .5762	7,02,886	7,11,543
Vijaya Bank SB A/c No .6201	2,62,426	1,17,593
Vijaya Bank SB A/c No .5129	7,394	11,260
Vijaya Bank SB A/c No .5759	1,314	1,329
Vijaya Bank SB A/c No .3804	1,100	1,062
Cash	384	437
TOTAL	1,25,33,084	23,99,817



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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2019

NOTE - 7
OTHER INCOME

PARTICULARS	31/03/2019	31/03/2018
Fine and shortage Fees	15,50,714	11,07,416
Alumni Fees	9,23,638	-
SB Interest	5,03,013	3,25,335
Fine	3,60,650	-
Reserch Grants Income	1,65,415	3,37,845
Smart Card Fees	1,33,900	-
Seminar/workshop/competition collected	80,400	-
Late Fee Fine	69,900	-
Transcript Fees	3,500	-
Breakage Amount	-	3,11,789
Total	37,91,130	20,82,385

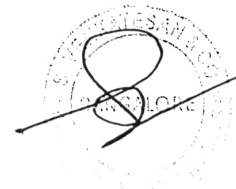
NOTE - 8
UNIVERSITY FEES

PARTICULARS	31/03/2019	31/03/2018
Affiliation Fees	8,62,000	4,17,200
Admission Fees	6,71,240	5,44,800
Helinet Fees	3,89,830	3,66,100
Registration & Renewal Fees	75,000	1,00,000
Eligibility Fees	60,000	-
Processing Fees	7,070	3,75,000
Administration & Service Charges	-	1,10,000
Annual Fees	-	40,000
Application Fees	-	3,000
TOTAL	20,65,140	19,56,100

P. Padma

PRINCIPAL

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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2019

NOTE - 9

ADMINISTRATION & OTHER OPERATING EXPENSES

PARTICULARS	31/03/2019	31/03/2018
Stipend to students	16,40,030	11,97,433
Repairs & Maintenance Charges	6,80,058	1,14,575
Inspection Expenses	4,99,430	3,84,748
Power Charges	4,81,635	4,47,265
Lab Maintenance	4,42,567	4,57,572
Advertisement Expenses	2,92,665	-
Office Maintenance	2,32,343	1,67,638
Printing & Stationery	2,13,440	1,53,171
Examination Expenses	2,08,870	2,28,540
Project Grants paid	1,69,281	3,26,959
student welfare expenses	1,46,431	1,59,000
News Paper & Periodicals	1,28,635	48,278
Audit Fees	1,18,000	1,21,000
Annual Maintenance Charges	69,992	1,58,643
Annual/Inagural/Felicitation	68,280	57,402
Seminar/Workshop/Competition	65,152	16,089
Telephone Expenses	45,591	1,89,526
Staff Welfare Expenses	38,475	930
Travelling & Conveyance	31,190	14,421
Bank Charges	25,212	7,817
Legal Consultancy	15,000	57,000
GUEST LECTURE EXP	5,000	-
Prof.Tax Renewal Fees & Expenses	2,500	2,500
Postage & Telegram	1,169	622
Spot Admission Expenses	-	1,02,278
House Keeping Charges	-	66,463
Research Activity	-	25,010
Student Safty Insurance Policy	-	10,764
Miscellaneous Expenses	-	6,792
Pooja Expenses	-	300
TOTAL	56,20,945	45,22,736

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12.

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NOTES TO INCOME & EXPENDITURE A/C
FOR THE YEAR ENDED 31/03/2019

NOTE - 10
EMPLOYEE BENEFIT EXPENSES

PARTICULARS	31/03/2019	31/03/2018
Salary	1,49,47,790	1,44,09,745
Employers' Contribution to EPF	3,54,170	3,09,108
Employers' Contribution to ESI	97,981	1,33,285
Remuneration to President	60,000	60,000
Total	1,54,59,941	1,49,12,138





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Drug Control Board of Karnataka, Approved by Pharmacy Council of India, New Delhi)

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Infrastructure Maintenance Policy

Policy Effective Date: <02-08-2021>

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Revision History

Ver. No.	Change Description	Prepared by	Reviewed By	Approved By	Date
01	TOCP Infrastructure Maintenance Policy	IQAC-TOCP	TOCP	Chairman TOCP	02/08/2021

Forwarded to Chairman for Approval.
P. Padua

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The Oxford College Of Pharmacy
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Bangalore - 560 068

PRESIDENT
Children's Education Society (R)
1st Phase, J.P. Nagar,
Bangalore - 560 078

1



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Policy details of systems and procedures for maintaining and utilizing physical, academic and Support facilities on the website

Systems and Procedures for maintaining and utilizing physical, academic and support facility.

CLASS ROOMS:

1. College has 14 classrooms out of which 13 have ICT facilities.
2. Allotment/utility of study halls are dependent upon accommodation of demand through legitimate channel.
3. Utilize the study halls according to the prescribed plan by the college.
4. Surveillance of classrooms are under CCTV.
5. Teaching aids like using LCD, computers, laptops are maintained by IT dept.
6. For utilizing ICT, a large portion of the divisions have PCs. Whenever required more number of staff need to book with framework administrator ahead of time.
7. Without prior permission students are not allowed to use classrooms & teaching aids for the concerned teachers.
8. At the time of vacation, classrooms will be painted frequently.
9. Supporting staff of the college maintains the cleanliness of the classrooms.

LABORATORY:

1. Through proper channel, purchase of lab equipment & consumables should be executed.
2. Periodically maintained all the lab equipment & consumables shall be recorded in the stock book.
3. Before the beginning of the academic session, all the lab heads shall submit annual laboratory budget to the Head of the Department.
4. Maximum care should be taken for lab safety measures; first aid box is provided in all the laboratories & periodically, it should be checked for necessary changes.
5. In all the laboratories, safety sign boards & charts has been displayed.
6. As per the prescribed timetable by the respective departments, students are allowed to utilize the laboratories.
7. Procedures for using lab equipments are maintained.
8. Practical records, observation book and lab coats are mandatory for students.





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COMPUTERS:

Systems & Procedures:

1. College has provided branded desktops with latest configuration for the use of students (UG/PG).
2. Quotations are taken from 2/3 vendors after prior discussion regarding the requirement and configuration proposals from IT Committee of the college.
3. Appointed the qualified system administrator on permanent roles ensures the network administration who attends to the working issues of the computers.
4. All the configuration, the systems/installation of drivers and software's from time to time on demand is taken care by Lab coordinators.
5. Using log book, annual maintenance of the online UPS is done and maintained.
6. From time to time, all the hardware/software purchased/procured details are maintained in the stock register.
7. System admin of the department maintains the details of the regular maintenance/repairs, refilling of cartridges and disposal of e-waste.

1. Collection Policy

Book Procurement policy

1. Receive instructions from the higher authority to procure books.
2. To collect indent/ requirement book list through HOD'S.
3. Requirement of Book list is prepared by below mentioned criteria
 - a) According to Syllabus
 - b) By the help of Book Catalogue
 - c) Request / Demand / Requirement from the Users like Students/ Staffs
 - d) Latest Books which are recommended from the publisher.
4. Duplication check & Finalization of the list
5. Request the Quotation from the Selected Vendors. like
 - a) Sapna Book House
 - b) Book Paradise



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c) Knowledge World

d) Brilliant Book

e) Panima Book House

6. Have to do the Comparison Statement & Cross verify the Price and have to decide/ confirm the vendor.

7. Procure the approval from the principal / from the Chairman.

8. Order the books to the concerned vendor. Have to send a soft copy through the mail before sending the hard copy.

9. Remind about the order through the mail as well as phone.

2. Procedures for Processing Library Books

1. Receive the books with bills from the concerned publishers and Vendors and send it to the technical section.

2. Have to do the physical check like damage, cage missing, old, binding, empty sheets, cover, gift, enclosure etc.

3. If the book is damaged then we have to return to the concerned vendor.

4. Divide the books into bill wise & as well as department wise

5. Acc the book: stamping the seal, maintain secret page, have to paste due date slip, book poach.

6. Have to fill book card.

7. Have to prepare the bar code.

8. Have to enter the details to the software /system

9. Have to enter the accession and details to the back side of the bill and have to file one set of the same in concerned file, and have to send one copy to the accounts department.

10. Finally have to locate /send the Books to concerned rack.

3. Non book Material

All policies and procedures for processing books also applicable for non-book materials, except stamping. Book card, book pocket and due date slip is slightly deference because of non-book format, alternate methods are adopted for the same.



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4. Circulation Policy

Students and staff members are entitled to borrow the library items as follows:

Category	Books Limitation	Borrowing Period
Faculty	04 Books	30 Days
Non-Teaching Staff	02 Books	30 Days
Students UG / PG	03 Books	15 Days
Book Bank (Sc/ST Students)	03 Books	15 Days
	02 Book Bank Book	15 Days

For departmental library, required books will be issued to all HOD's of respective departments. HOD's are responsible for borrowing and returning the same.

5. Borrowing Rules-Student

Issue System:

Books will be issued on presentation of the library Borrowers card / Student Identity card. Students are instructed to check the books while borrowing and they will be responsible for any type of damage or mutilation noticed at the time of return.

Overdue Charges

Books will be issued to the students for 15 days only. In the last page due date slip is pasted and stamped mentioning the due date and the fine will be charged @ Rs.2 per day per book from the due date till the book is returned to library.

Book Lost

If the books are lost, borrower should have to pay double cost of the book after getting permission from the Librarian.

Care of library borrower cards

Take special care to maintain the library borrower cards / Students identity Cards. Do not fold; alter entries made on the cards.

Loss of cards



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Loss of borrower card should be reported to the librarian in writing. After checking the borrowing register they will be issued a fresh replacement card on a payment of nominal fee per card.

Validity of cards

Library borrower cards are valid for the respective academic year only and fresh cards will be issued for each year. At the end of the academic year, borrower cards shall be returned to the library.

No due Certificate

Each staff and students shall obtain No dues certificate from the library after returning all the books issued, surrendering the borrower's cards and after paying outstanding dues, if any.

Care of Library Books

Students are required to handle the books/ Journal very carefully; marking with pencil writing or highlighting, tearing the pages or mutilating the same in any other way will be viewed very seriously. In such case, reader shall be held responsible unless these are brought to the notice of the library staff at the time of issue.

6. Reference Services

There are many of reference sources available that cover nearly every subject. The reference books such as books, materials, dictionaries, journals, back volumes, CD/ROMs, on-line databases etc. can be used during library hours.

7. Journal Subscription Policy

The payment towards the journal subscription could be made

- Directly to the publisher or
- Through the subscription agent / vendor.

1. Normally there is no discount on the journals.
2. Wherever advance payment is required, the same may be made and a record thereof should be maintained.
3. Prices have been properly charge in agreement with the publisher's latest catalogue.
4. Proof of GOC substitute rates having prices in foreign currencies as on the date/month of invoice for the payment journal subscriptions has to be procured.
5. Missing issues/delayed supply of the journal issues can be claimed on quarterly basis.

8. Ordering journals:

- Collect priority list with the approval of library advisory committee and the Principal
- Stick on to the Terms and Conditions of the Library





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- Budget estimation based on the costs and currency conversion
- Place orders from available options as indicated in terms and conditions
- Payment against the original and proper invoice/bill/renewal notice etc.

9. Stock Verification Policy

Stock Verification

Physical verification of the library stocks has to be carried out to identify the losses, identify misplaced documents, identifying documents that need repair, etc. The verification has to be carried out once in a year by a team of members appointed by the LAC and the library staff will assist the verification team.

10. Loss of Publications

1. Some loss of publications is expected especially in the context of open access practice in libraries. The librarian has a role as information manager and not just a custodian. Therefore he/she should not be held responsible for the losses.
2. A publication may be considered as lost only when is found missing in two successive stock verification and thereafter only action be taken to write off the publications by competent authority.
3. If the loss of books is more than the permissible extent, the causes of such loss may be investigated by the competent authority and the corrective measures to be strengthened.
4. Loss/damaged of issues of periodicals is predictable during postal shipment. If the payment is made directly to the publisher, then sometimes it is not possible to get the replacement. In such case, the non-receipts/damage are considered as loss for write-off.
5. There may be no objection to the Librarian disposing of mutilated/damaged /obsolete volumes in the best interest of the library. However, the disposal of such volumes should be made on the recommendations of a Library Advisory Committee to be appointed by the element authority which will decide whether the books mutilated/damaged/obsolete are not fit for further use

Replacement

The library will not automatically replace all materials withdrawn from the collection. Decisions to replace an item will be based on the demand for specific titles in support of the curriculum, the number of copies on the shelf, subject content, and the availability of newer and better material on the subject.

Binding

Binding the damaged and important books is carried out whenever required.





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Weeding

The following categories of materials can be considered for weeding out:

- A. Superseded edition
- B. Worn, mutilated, and or badly marked items
- C. Missing and out-dated books
- D. Out dated and /or inaccurate information
- E. Outdated textbooks
- F. Ephemeral materials (e.g. newsletters, progress reports, pamphlets) as: annual reports, directories, yearbooks, annual editions of text books etc.....

11. Procedure for write-off

- List the documents not found during stock verification
- Library staff to make all possible efforts to locate the document not found during stock verification.
- Assemble a final list of documents not found.
- Compare with the list of earlier stock verification to identify common entries.
- Make necessary entries in the accession register, write-off register, assets register, etc
- Improve the system with additional precautionary measures.

12. Library Rules and Regulations:

1. Enter your name and Sign in the register kept at the entrance counter before Entering library.
2. Students should produce their I.D card / Smart card whenever they enter the library.
3. Borrower must responsible for borrowed books.
4. Silence to be maintained.
5. No discussion permitted inside the library.
6. Membership Registration should be done to become a library member prior to using the Library resources
7. Reference books / Journals/ Dissertations are not allowed to take outside from the library.



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8. No personal belongings are allowed inside the library
9. Textbooks, printed materials and issued books are not allowed to be taken inside the library.
10. Using Cellular phones and audio instruments with or without speakers or headphones is strictly prohibited in the Library premises.
11. Show the books and other materials which are being taken out of the library to the staff at the entrance counter.
12. The librarian may recall any book from any member at any time and the member shall return the same immediately.
13. Library borrower cards are not transferable. The borrower is responsible for the books borrowed on his/her card.
14. Refreshment of any kind shall not be taken anywhere in the library premises.
15. Before collect the no due from the library they should return borrowed books.

Library working hours

Monday to Friday -9 am to 8 Pm

Saturday -9 am to 3 Pm

Sundays and Public Holidays: Holiday

14. User Services

- **Circulation:** Usually found near the main entrance of the library. It provides lending services and facilities for return of loaned items, renewal of materials and payment of fines are also handled at the circulation desk.
- **Repro-graphic facilities:** Repro-graphic services, such as photocopies of articles from print journals, printout of online journals, scanning and spiral binding.
- **Reference Services:** There are thousands of reference sources available that cover practically for every subject. The reference sources such as books, serials, dictionaries, CD/ROMs and on-line databases can use these facilities during library hours.



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- Internet browsing facility: Total 13 no of computers with internet connection are available in library. The students and academic staff are using systems for accessing online resources under HELINET and other web resources
- Over Night issue on request: Reference sources will be issued for overnight on request.
- Orientation to Students: The Library Orientation program offers first year U.G. & P.G. students an introduction to the Library's resources and services, as well as information on effective research strategies in HELINET and other web resources.
- News Papers clipping services: Library will collect articles published in newspapers in related to Pharmacy, Dental and Medical.
- Display of new arrivals: Library is a growing organism; every year books will be procured to the library. List of New Books added to the Library Collection and new arrival journals will be displayed for users' attention.
- Books exhibition: Every year books exhibition will be conducted in library premises for benefit of the students' and new editions of books will be selected for library by faculty members, students and library staff.
- Question bank services: Every year U.G. and P.G. questions papers will be updated for benefit of the students.
- OPAC: Online Public Access Catalogue, it is an online database of all of the resources held in the library. Users can search OPAC to locate books in the library. It lists the number of the items, whether they are in the library or out on loan, and their call number.

SPORTS FACILITIES:

Aside from domain facilities, the college has also exhibited its commitment to provide facilities for sports, games & cultural activities to strengthen & enrich the sports activities. Well-equipped gym is provided in the boy's hostel for sports department and separate administrative room is provided in the campus.

1. Sports facilities should be facilitated periodically by the maintenance staff under the guidance & requisites of the concerned and facilities should be maintained periodically & keep clean & tidy
2. Well before an academic year begins, an advisory committee for physical education is constituted to ratify, suggest, advice and recommend on matters of sports and physical education activities for the college.
3. None of the outside equipment, materials, sports materials shall not be taken inside the campus without prior permission of the concerned.
4. Under the guidance of the PED usage of sports material take place.





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SEMINAR HALLS:

1. To utilizing halls Prior Intimation and permission is required, log books will be maintained for the same.
2. Charge person will take care for the required arrangements, once date is fixed.
3. Electrician and system admin are in charge for electrical and ICT facilities in the hall. On-need basis, ICT equipment's, air conditioners and furniture's are upgraded from time to time.
4. At the time of vacation, walls will be painted.
5. Supporting staff of the college regularly maintains cleanliness of the halls.

TRANSPORTATION:

Utility of the vehicle, time-to-time service of the vehicle, payment of taxes and insurance for the same, and grievances of the commutes if any, will be monitored by the transport in charge.