

**ORDINANCE- BHM&CT-MBA (INTEGRATED) DEGREE EXAMINATION  
(ANNUAL & SEMESTER SYSTEM)**

(w.e.f. the Session 2008-09)

- 1.1 The duration of the course leading to the degree of BHM&CT - MBA (Integrated course) shall be of five academic years and four years for BHM&CT course. There shall be actual teaching for a minimum 180 working days in an academic year of BHM&CT and 90 working days in a semester of Fifth year i.e. MBA (Integrated) excluding the admission, preparation and examination days. The term end examination for the BHM&CT shall be held in the month of May/June. In fifth year, the examination for Odd semester will be held in the month of December/January and for Even semester it will be held in May / June on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations.
- 1.2 Options will have to be invited from the students of the integrated course during third year of BHM&CT to categorically specify, if they are interested to opt out of the Integrated course after successfully completion of First course with degree of BHM&CT or they are interested to move to the MBA Integrated programme against vacant seats. However, the candidates will have the option to move out after passing 4 years of the first course of BHM&CT and intimation of the same shall be sent to the Controller of Examination by the Institute of Hotel Management.
- 1.3 Supplementary examinations for re-appear candidates of BHM&CT shall be held in the month of September /October of the same year and for re-appear candidates of semesters of fifth year will be held in December/January and May/June, on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations.
2. The last date(s) by which examination forms and fee must reach the Controller of Examinations shall be as notified by the Controller of Examinations.
3. A person shall be eligible to join the First Year of the Bachelor of Hotel Management & Catering Technology course, if he/she has passed **Senior Secondary Certificate Examination( 10+2 standard)** in any discipline with at least five subjects (English as compulsory subject) from a recognized Board or any other examination recognized as equivalent thereto by this University.

However, the eligibility conditions for admission to this course can be modified with the approval of the Vice-Chancellor keeping in view the eligibility conditions as laid down by the AICTE from time to time.

- 4.1 The BHM&CT-MBA (Integrated Course) shall be consisting two courses. First course will be of Bachelor of Hotel Management & Catering Technology under Annual system and Second course will be of MBA (Integrated) under Semester system commencing from fourth year spread over to fifth year of the Integrated programme.

The Scheme of Examination upto 3<sup>rd</sup> year shall remain the same for both BHM&CT (4-year) and BHM&CT-MBA (Integrated) courses. Some of the papers of MBA (Integ.) will be taught during fourth year of BHM&CT parallel, on weekends and the same papers will be shown in the separate detailed marks card of the First and Second semester of second course of Integrated programme as also shall be counted in computing CGPA of the second course for the award of MBA (Integrated) degree.

- 4.2 BHM&CT degree shall be awarded after successful completion of the First course of 4 - years and MBA degree shall be awarded after successful completion of the entire Integrated course of 5 years.

5. The First Year examination and subsequent examinations shall be open to a regular student who:-

- (a) has passed the qualifying examination as laid down in Clause 3 above;
- (b) has been on the rolls of the University Institute of Hotel Management;
- (c) has attended not less than 75% of lectures in each subject/Paper, Seminar, Term Paper, Case discussion, Practice field etc. This requirement shall be fulfilled separately for each course of study (course to be counted upto the last day when the classes break up for the preparatory holidays viz. 10 days (7 days in a semester) before the commencement of the examination). A deficiency upto 10% may be condoned by the Principal of the Institute in exceptional cases on reasonable ground.
- (d) has passed the previous year examination or is covered under clause 11 below.

A candidate who has not attended the requisite percentage of lectures in any paper will not be eligible to take examination in that paper(s).

- 6.1 40% marks in each paper shall be assigned for Internal Assessment.
- 6.2 The Principal of the Institute shall forward the Internal Assessment marks on the basis of periodical tests, written assignments, case discussions, field trips, etc. to the Controller of Examinations at least one week before the commencement of the annual examinations.
- 6.3 The Principal of the Institute will preserve the records on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University for one year after passing out of the students.
7. The question paper will be set and answer-books examined by external examiner. The Training Report based on field practice in the concerned year shall be evaluated by Internal/External Examiner(s) followed by Viva-voce.
8. The amount of examination fee to be paid by a candidate for each year shall be as prescribed by the University from time to time. A candidate who re-appears in one or more paper(s) shall pay examination fee as for the whole examination.
9. The medium of instruction and examination shall be English.
10. The candidates shall be examined according to the Scheme of Examination and syllabus as approved by the Academic Council from time to time. A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall take the examination according to the syllabus prescribed for regular students appearing for that examination.
11. A candidate who has failed in not more than 50% paper(s) of First year or Second year or Third year or Fourth Year shall be promoted provisionally to the next higher class/semester, as the case may be, as under:

**From BHM&CT First year to Second year:**

If he has passed in at least 50% papers (theory and practicals taken together) of First year.

**From BHM&CT Second year to Third year:**

If he has passed all the papers of First year and at least 50% papers of Second year (theory and practicals taken together).

**From BHM&CT Third year to Fourth year:**

If he has passed all the papers of First year and Second year and at least 50% papers of Third year (theory and practicals taken together).

**To Fifth year i.e. Integrated MBA:**

If he has passed all the papers of First, Second & Third year and also has fulfilled the attendance requirement of 4<sup>th</sup> year.

12. €A candidate must pass all the five year examinations within **seven years** (6 years in the case of BHM&CT) of his admission to the first year of the BHM&CT-MBA Integrated course failing which he/she will be required to repeat the course de novo.
13. A candidate whose result is declared late for no fault of his/her may be allowed to attend the classes of the next higher class provisionally at his/her own risk and responsibility, subject to his/her passing the concerned year examination/earning exemption in the requisite number of papers as provided in Clause 11 above.
- 14 (a) The subject of Dissertation will be as approved by the Committee consisting of senior teachers presided over by the Principal of the Institute provided:-
  - (i) The candidate has obtained written consent of the teacher for supervising his/her work of Dissertation and he has deposited the same in the office within two weeks from the commencement of fifth year;
  - (ii) A candidate who has offered Dissertation will also submit his/her synopsis indicating the area of his/her research to be undertaken by him/her.
  - (iii) A teacher of the Institute would supervise the Dissertation work as approved by a Committee consisting of teachers of the Institute in an academic year.
- (b) The candidate shall be required to submit two copies of his Dissertation/Project Report. The last date for receipt of Dissertation/Project Report in the office of the Controller of Examinations shall be 31st March of fifth year.
- (c) The Dissertation/Project Report shall be evaluated jointly by Internal and External Examiners. The same Examiner(s) will also hold the viva-voce examination in the Institute of Hotel Management.
- (d) The marks obtained by the candidate for the Dissertation shall be taken into account when he/she appears in any future examination under Re-appear Clause 11 above.
15. The candidates for BHM&CT- MBA (Integrated) shall be required to undergo 22-weeks Industrial Training after the First Year examination, commencing from June onwards in any Travel Agency of repute/Fast Food chain/ Classified Hotel above of 3-Star category, approved by the Principal of the Institute of Hotel Management. They shall be required to submit one copy of Comprehensive Training Report covering all core areas department wise along with log book and

power point presentation for evaluation purpose. The Training Report shall be evaluated by Internal/External Examiner(s). The same Examiner(s) will also hold the Viva-voce examination.

16. Candidates for BHM&CT-MBA (Integrated) shall be required to undergo 6-8 weeks Summer Training normally in the summer vacation after Fourth year examination is over, in a Business Enterprise, approved by the Principal of the Institute. The candidate shall submit a certificate that there is no copying and that the Summer Training Report submitted by him is not similar to one which has already been submitted by other candidates. He shall be required to submit two copies of his Training Report up to 30th November of the Fifth year for evaluation by Internal/External examiner(s), on the recommendation of the Board of Studies, followed by viva-voce examination to be conducted by the same examiners.
17. The successful candidate of **BHM&CT first course** shall be awarded Grade calculated on the basis of total marks obtained including internal and year end assessment as follows:

Marks	Letter Grade	Performance	Grade Point
75-100	A	Excellent	10
65-74	B	Good	08
50-64	C	Fair	06
40-49	D	Poor	04
Below 40	E	<b>Fail</b>	<b>To Re- appear</b>

The successful candidates of **MBA Integrated (2<sup>nd</sup> course)** shall be awarded Grade as under:- .

Marks	Letter Grade	Performance	Grade Point
85-100	A+	Outstanding	10
75-84	A	Excellent	09
65-74	B	Very Good	08
50-64	C	Good	07
40-49	D	Satisfactory	06
Below 40	E	<b>Fail</b>	<b>To Re- appear</b>

Each letter grade indicates the level of performance in the course and has a grade point for purpose of computing the **Semester Grade Point Average (SGPA) / Cumulative Grade Point Average (CGPA)** as given above:

A student who earns ‘E’ grade in a course shall have to re-appear in that course in the subsequent examination (s)

**CGPA is the weighted average of all the grades and computed as follows:**

$$CGPA = \frac{\sum C_i G_i}{\sum C_i}$$

C<sub>i</sub> denotes Credit assigned to i<sup>th</sup> course and G<sub>i</sub> indicates the Grade Point equivalent to the letter Grade obtained by the student to i<sup>th</sup> course.

**Note:**

Provided that the Grading system based on ten-point scale revised from the Session 2010-11 as approved by the Academic Council vide Res. No. 19 dated 29-11-2010 and Board of Management vide Res. No. 5 dated 19-2-2011 shall be applicable for the students w.e.f. December 2010.

18. The minimum number of marks required to pass in each term examination shall be as under:-

- (i) 40% marks in each Written Paper and Internal Assessment separately;
- (ii) 40% marks in Term Papers /Seminar/Dissertation/Project Report/Training Report / Viva-voce and Practical Examination.

19. The division obtained by each student will be classified on the following basis:

<b>Division</b>	<b>CGPA</b>
First with <b>Distinction</b>	8.0 or more
First	6.75 or more but less than 8.0
Second	Below 6.75

The percentage of marks obtained by a student will be calculated as:-

**CGPA multiplied by 9.00**

20. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of the candidates.

21. Notwithstanding the integrated nature of the course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during the Academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all students whether old or new.

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(\*Approved by the Academic Council Vide its Res. No. 7 dated 13-12-2013 and Board of Management Res. No. 6 dated 27-12-2013)

€ Approved vide AC Res. No. 9 dated 26-7-2017 and BOM Res. No. 6 dated 6-7-2017.