

***ORDINANCE: BACHELOR OF COMMERCE (HONS.)-MASTER OF BUSINESS ADMINISTRATION [B.COM (H) - M.B.A.] (5-YEAR INTEGRATED) EXAMINATION (Annual and Semester System)**

The B.Com (H)-M.B.A Integrated course, in actual, comprises two courses i.e.B.Com (Hons) as first course and MBA as second course. The second course follows the first course. The students may give their option at the end of second year either to opt for second course or leaving after the first course.

1.1 The duration of the course leading to the Degree of Bachelor of Commerce (Hons.)-Master of Business Administration [B.Com (H)-M.B.A.] Integrated Course shall be five academic years. **The students will have the option to move out of the course after completion of B.Com (H) Degree of three years duration.** Each year shall be considered as one part of 3-years, **followed by MBA Semester System in Fourth and Fifth Year.** There shall be actual teaching for a minimum of 180 days in each year and 90 days in a semester excluding admission, preparation and examination days.

1.2 The examination for the First, Second and Third year, under Annual System, will ordinarily be held in the month of March/April of the year, on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations.

In the case of Fourth and Fifth year under **semester system** to be called as First & Second Semesters and Third & Fourth Semesters respectively, the examination for First & Third Semester will be held in the month of December/January and for Second & Fourth Semesters, the examination will be held in the month of May/June of the year, on such dates as may be fixed by the Vice Chancellor and notified by the Controller of Examinations.

1.3 Supplementary examination for re-appear candidates of B.Com (H) having re-appear in not more than 50% papers of the year will be held ordinarily in the month of September/October of the same year and March/April of the following year, on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations

The examination for candidates of MBA who have re-appear in not more than 50% papers of their semesters, shall ordinarily be held in December/January and May/June, as the case may be, on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations subject to Clause 6 below.

1.4 The last date(s) by which the examination forms and fees must reach the Controller of Examinations shall be as fixed by the Vice-Chancellor and notified by the Controller of Examinations.

- 2.1 A person who has passed any of the following examinations with English as one of the subjects shall be eligible to join the First Year (Part-I) Class of the B.Com (H)- MBA. Integrated Course:-
Senior Secondary Certificate Examination (10+2 Standard) of any recognized Board with five subjects obtaining at least 40% marks in Commerce Group or Non-Commerce Group with any of the subjects of Economics/Mathematics /Statistics).
- € Provided that the Diploma holders in Management or Commerce of 3 year duration after 10th will be allowed admission under lateral entry in B.Com(H) Second year, if otherwise eligible, with following eligibility conditions:-
- Diploma in Management or Commerce of 3 year duration after 10th Other conditions shall remain the same as per provisions of the existing Ordinance of the B.Com (Hons.) 3 - year programme.**
- 2.2** A candidate who has been placed under Compartment or re-appear in one subject only in 10+2 Examination or any other examination recognized as equivalent thereto, obtaining at least 40% marks in B.Com, 40% marks in BBA, 45% marks in B.Sc. (HCM) in the aggregate considering the minimum pass marks in re-appear paper, may be allowed to admit provisionally for Part-I of the course concerned. Such a candidate shall be allowed to clear the Compartment / re-appear subject in two consecutive chances from concerned University / Board. If such a candidate fails to clear / qualify in Compartment / re-appear subject at the Supplementary Examination, he / she shall be permitted to continue his / her studies for Part-I of the course concerned and to appear again in the compartment /re-appear subject alongwith Part-I of the above courses at the Annual Examination. If he / she does not clear his / her Compartment / re-appear subject even in the Second Chance, his/her provisional admission / result of Part-I shall be cancelled ab-initio.
3. The examination of B. Com (H)- MBA Integrated course shall be open to a student:-
- (a) has passed not less than one academic year previously, the requisite examination as laid down in Clause 2 above, if he/she is a candidate for Part-I of B.Com. (H) examination or has passed Part-I examination if he/she is a candidate for Part-II examination or has passed Part-II examination if he/she is a candidate for Part-III examination.
- The First/Second/Third/Fourth Semester examinations of Second course of B.Com (H) - MBA (Integrated) shall be open to a student who has passed the preceding qualifying semester examinations i.e. has passed First Semester of the course if he/she is a candidate for Second Semester or has passed Second Semester if

he/she is a candidate for Third Semester or has passed Third Semester if he/she is a candidate for Fourth Semester examination. This is, however, subject to Clauses 6 and 13 below.

- (b) has his/her name submitted to the Controller of Examinations by the Principal of recognized Institution of this University and produces the following certificates signed by the Principal concerned:-
- (i) of a good character;
 - (ii) of having been on the rolls of the Institute concerned for the academic year/session preceding the examination;
 - (iii) has attended not less than 75% of lectures in each paper, case discussion, seminars etc. This requirement shall be fulfilled separately for each course of study. A deficiency of lectures upto 10% may be condoned by the Principal of the Institute.

Provided that a candidate who has not attended the requisite percentage of lectures will be eligible to take examinations in the remaining papers.

Explanation:

For the purpose of counting of the last date when the classes shall break up for the preparatory holidays, first day of the commencement of any year/semester examination will apply to all year/semester examinations and will have the preparatory holidays from the same date i.e. 10 days before the date on which the first examination of B.Com (Hons.) and 7 days before the date on which the first examination of MBA (Integrated) commences.

4.1 40% marks in each paper of B.Com (H) - MBA excluding Seminar/ Communication Skills/ Business Role Play/ Training Report/ Final Research Project and Viva-Voce shall be assigned for Internal Assessment. The break-up of marks shall be as under:-

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| (i) Sessionals | 20 Marks |
| (ii) Attendance
(Marks will be awarded proportionate to attendance.) | 10 Marks |
| (iii) Class participation, Assignments,
Case Studies etc. | 10 Marks |

4.2 The Principal of the Institute shall forward the Internal Assessment marks on the basis of attendance, periodical tests, written assignments, case discussions etc., to the Controller of Examinations at least one week before the commencement of annual examination in the case of B.Com (Hons.) and semester examination in the case of MBA programme.

- 4.3 The Principal of the Institute shall preserve the records on the basis of which the Internal Assessments awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the Year-End/Semester examination results.
- 4.4 The candidate is required to obtain Pass Marks in each of the Theory and Practical papers in aggregate of the external and internal assessment/sessionals subject to obtaining pass marks separately in each paper of external examinations. The internal assessment award of any candidate who fails in one or more papers of any semester examination shall be carried forward to the next examination. He/she will, however, be allowed to improve his/her marks of sessional examinations at the time of appearing in the Re-appear Papers.
5. A candidate whose result is declared late for no fault of his/her, may be permitted provisionally to attend classes of the next higher class/semester at his/her own risk and responsibility, subject to his passing the concerned class/semester examination. In such a case, the lectures shall be counted from the date a candidate started attending classes. In case a candidate fails to pass the concerned class/semester Examination his/her attendance/Internal Assessment in the next higher class/semester in which he/she was allowed to attend classes provisionally shall stand cancelled.
- 6.1. A candidate who has appeared and failed in 50% papers of the First year of B.Com (Hons.) shall be allowed to study for and appear in the Second year. He/ she shall, however, be allowed promotion to the Third year examination provisionally only if he/she has passed all papers of B.Com First year and earns exemption in 50% papers of Second year Examination.

A candidate of the first course of B.Com (H) –MBA (Integrated) who has appeared and failed in one or more paper(s) of the Third year examination shall be allowed to study for and appear in the First Semester of the second course provisionally only if he/ she has passed all the papers of First and Second year and earns exemption in 50% papers of the Third Year examination taken together.

A candidate of Second course of B.Com (H) –MBA (Integrated) who has appeared and failed in one or more paper(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He shall, however, be allowed promotion to the Third Semester examination provisionally only if he qualifies in at least 50% papers of both the First and Second Semester examinations taken together.

Such a candidate will be allowed to re-appear for the remaining paper(s) of the First Semester alongwith the Third Semester examination and for the paper(s) of the Second

Semester alongwith the Fourth Semester examinations simultaneously when held, subject to the provisions of Clause 13 below.

While re-appearing in the examination the candidate shall be exempted from re-appearing in the paper(s), Seminar, Dissertation/Project Report, Training Report and Viva-Voce in which he/she has obtained at least 50% pass marks including the marks for Internal Assessment (if applicable), where prescribed.

- 6.2 Subject to Clause 13 below, a candidate who has failed in one or more paper(s) **or** having been eligible fails to appear in an annual/ a semester examination shall be allowed two additional chances only to pass the annual/ semester examination.
7. Every candidate 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 by the University for regular students appearing for that examination.
- 8.1 The functional viva-voce shall be conducted at the end of each year examination in case of B.Com (Hons) and at the end of Second Semester in case of MBA programme, as the case may be, by a Board of Internal Examiners to be appointed by the Principal of the Institute.
- 8.2 The question-papers will be set and answer-books examined by external examiner(s) approved by the Academic Council on the recommendation of Board of Studies.
- 8.3 The evaluation of the Sessional Work shall be conducted in accordance with the guidelines laid down by the Board of Studies.
- 9.1 The subject and Supervisor of Dissertation will be as approved by the Committee consisting senior teachers including Principal of the Institute provided the candidate who has offered Dissertation has to submit his/her synopsis indicating the thrust area of his/her search to be undertaken by him/her, within one month of commencement of Third Semester.
- 9.2 The candidate shall be required to submit two copies of his/her Dissertation. The last date for receipt of Dissertation in the office of the Controller of Examinations shall be 30th April, after Third semester.
- 9.3 The evaluation of the dissertation will be out of 6 credits- of which 2 credits shall be for internal assessment and 4 credits for external assessment. The internal assessment shall be based on preparation of synopsis, day to day progress and pre-submission seminar to be presented by the students. The External Examiner for the dissertation will reserve a weightage of two credits for dissertation followed by two credits for viva-voce examinations. The same Examiners will also hold viva-voce on the same.

- 9.4 The marks obtained by the candidate for the Dissertation shall be taken into account when he/she appears in the examination under ‘Re-appear’ Clause 6 above.
10. Candidates for M.B.A. Degree shall be required to undergo six-eight weeks Training, normally in the summer vacation after Second Semester Examination is over, in a Business Enterprise, approved by the Principal of the Institute. The candidate shall give a certificate, duly countersigned by the Principal of the Institute to the effect that the Summer Training Report submitted by the candidate is the original work of the candidate and is not similar to one which has already been submitted by other candidates. They shall be required to submit **two copies** of Comprehensive Training Report upto 30th November of the Third Semester examination, for evaluation by Internal/External Examiner to be appointed by the Academic Council on the recommendation of the Board of Studies.
11. The amount of examination fee to be paid by a regular/re-appear candidate for each year/semester shall be as prescribed by the University from time to time.
12. The medium of instruction and examination shall be English.
13. ¥ A candidate for B.Com (H) -MBA (Integrated) Degree Must pass the whole course within a period of **seven years** including five years for B.Com (Hons.) Degree, failing which he/she will be required to repeat the B.Com (Hons.)-MBA (Integrated) course, as the case may be, de novo.
15. The successful candidates shall be awarded Grade calculated on the basis of total marks obtained, including internal and year end assessment. The grades will be assigned as follows:

Percentage of 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	Fail	To re-appear

Each Letter Grade awarded to the student indicates the level of performance in a course and has a grade point for the purpose of computing the Cumulative Grade Point Average (CGPA) as given above.

A student who earns an “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:

$$CGPA = \frac{\sum CiGi}{\sum Ci}$$

Ci denotes Credits assigned to ith course and Gi indicates the Grade point equivalent to the Letter Grade obtained by the student in the ith course.

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

Division	CGPA
First with distinction	8.0 or more
First	6.75 or more but less than 8.0
Second	Less than 6.75

Percentage of marks obtained by a student be calculated as: CGPA multiplied by 9.00.

16. After the termination of the examination, the Controller of Examinations shall publish the result of the candidates as expeditiously as possible and issue Detailed-Grade-Sheet on having passed the year/semester examinations.
17. Notwithstanding the integrated nature of this 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 examinations held during or at the end of 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 apply to all the students whether old or new.

* Approved by the AC vide Res. No. 8(9) dated 05.04.2010 and BOM vide Res. No. 4(9) dated 13.04.2010)

** Approved by the AC vide Res. No. 15 dated 10-10-2011 and BOM vide Res. No. 14 dated 12-10-2011)

€ Approved by the AC vide Res. No. 14 dated 3-11-2016 and BOM vide Res. No. 7 dated 13-2-2017.

¥ Approved by the AC Res. No. 9 dated 26-6-2017 BOM Res. No. 6 dated 6-7-2017.