



## **SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR - 440013**

An Autonomous College affiliated to  
Rashtrasant Tukadoji Maharaj Nagpur University,  
Nagpur, Maharashtra (INDIA)

### **ORDINANCES / REGULATIONS 2017 - 2018**

### **MASTER OF BUSINESS ADMINISTRATION (INTEGRATED)**



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ENGINEERING AND MANAGEMENT,  
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.....  
**MASTER OF BUSINESS ADMINISTRATION  
(INTEGRATED)**

## INTRODUCTION

### 1.1 PREAMBLE

Shri Ramdeobaba College of Engineering and Management (RCOEM), situated in the heart of Nagpur city, was established in 1984 by Shri RamdeobabaSarvajanikSamiti, a trust which has been involved in community service for over four decades. RCOEM has established a strong foundation in technical education in Central India. Journey of a student in this institute has always involved comprehensive knowledge building through practical skills, technical knowledge and personality development, which gives them a head start in their career. The institute on an average annually admits around 810 candidates for UG programmes, around 381 candidates for PG programmes and 60 candidates for Master of Business Administration (Integrated).

The curriculum provides broad knowledge, builds a thorough professional life long process of learning and exploring. At undergraduate level, a student needs to do compulsory foundation courses in the areas of basic sciences, humanities, social sciences and engineering apart from departmental requirements. Departmental courses (core and electives) constitute minimum 50% of the total curriculum. Further, students have to undertake electives including interdisciplinary ones to develop broad specialized and inter-disciplinary knowledge. At the PG level students are encouraged to look beyond their area of specialization to broaden their horizons through a wide variety of courses and electives.

The Institute follows a credit based semester system for its academic programmes with English as the medium of instruction. An academic year runs from July through June next year and is comprised of two semesters. Typically, the 1st semester (Odd Semester) starts in the July and ends in December; the 2nd Semester (Even Semester) starts in January and ends in June.

Published by

**Dr. R.S. Pande**

Principal

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Ramdeo Tekdi, Gittikhadan, Katol Road, Nagpur - 440 013

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ISO 9001 : 2008 CERTIFIED ORGANISATION

### 1.2 Departments

The various Departments and their two-letter codes are given below;

| S.No. | Name of Department                        | Department Code |
|-------|---|-----------------|
| 1     | Civil Engineering                         | CE              |
| 2     | Computer Science and Engineering          | CS              |
| 3     | Electrical Engineering                    | EE              |
| 4     | Electronics and Communication Engineering | EC              |
| 5     | Electronics Design Technology             | ED              |
| 6     | Electronics Engineering                   | EN              |
| 7     | Industrial Engineering                    | IN              |
| 8     | Information Technology                    | IT              |
| 9     | Mechanical Engineering                    | ME              |
| 10    | Management Technology                     | MB              |
| 11    | Computer Applications                     | MC              |
| 12    | Mathematics                               | MA              |
| 13    | Physics                                   | PH              |
| 14    | Chemistry                                 | CH              |
| 15    | Humanities                                | HU              |
| 16    | Physical Education                        | PE              |

### 1.3 Programmes Offered

RCOEM Nagpur offers academic programmes namely Engineering and Technology at UG and PG levels, MBA, MBA (Integrated) and MCA. In undergraduate programmes and in MBA (Integrated), students are admitted after 10+2 schooling while for all postgraduate programmes, students are admitted after they have obtained at least a college level Bachelor's degree. Admission to all these programmes are based as per the eligibility criteria laid down by the competent authority.

#### 1.3.1 Undergraduate Programmes:

##### A. Bachelor of Engineering : (B.E.)

| Sr. No. | Department                                | Programme Title                         | Programme Code | Eligibility for admission  |
|---------|---|---|----------------|--|
| 1       | Civil Engineering                         | B.E.( Civil Engineering)                | CEU            | Eligibility Criteria as laid down by the competent authority from time to time |
| 2       | Computer Science and Engineering          | B.E.( Computer Science and Engineering) | CSU            |  |
| 3       | Electrical Engineering                    | B.E.(Electrical Engineering)            | EEU            |  |
| 4       | Electronics and Communication Engineering | B.E.(Electronics and Communication )    | ECU            |  |
| 5       | Electronics Design Technology             | B.E.(Electronics Design Technology)     | EDU            |  |
| 6       | Electronics Engineering                   | B.E.(Electronics Engineering)           | ENU            |  |
| 7       | Industrial Engineering                    | B.E.(Industrial Engineering)            | INU            |  |
| 8       | Information Technology                    | B.E.(Information Technology)            | ITU            |  |
| 9       | Mechanical Engineering                    | B.E.(Mechanical Engineering)            | MEU            |  |

#### 1.3.2 Post Graduate Programme

##### A. Masters:

| S. No. | Department                       | Programme Title                                | Programme Code | Eligibility for admission  |
|--------|----------------------------------|--|----------------|--|
| 1      | Civil Engineering                | M. Tech.(Geotechnical Engineering) (Part time) | CEG            | Eligibility Criteria as laid down by the competent authority from time to time |
| 2      | Civil Engineering                | M. Tech. (Structural Engineering)              | CES            |  |
| 3      | Electronics Engineering          | M. Tech.(Very Large Scale Integration Design)  | ENV            |  |
| 4      | Industrial Engineering           | M. Tech.(Industrial Engineering)               | IND            |  |
| 5      | Electrical Engineering           | M. Tech (Power Electronics & Power System)     | EEP            |  |
| 6      | Computer Science and Engineering | M. Tech (Computer Science & Engineering)       | CSE            |  |
| 7      | Mechanical Engineering           | M.Tech (Heat Power Engineering)                | HPE            |  |
| 8      | Computer Applications            | MCA  | MCA            |  |
| 9      | Management Technology            | MBA  | MBA            |  |
| 10     | Managment Technology             | MBA (Integrated)                               | MBI            |  |

1.3.3 Integrated Programme in Management

| Sr. No. | Department            | Programme Title  | Programme Code | Eligibility for admission  |
|---------|-----------------------|------------------|----------------|--|
| 1       | Management Technology | MBA (Integrated) | MBI            | Eligibility Criteria as laid down by the competent authority from time to time |

2. ORDINANCES FOR THE MASTER OF BUSINESS ADMINISTRATION (INTEGRATED) PROGRAMME 2017

The Board of Management of the Institute prescribes the following ordinances in respect of the Master of Business Administration (Integrated) programme at Shri Ramdeobaba College of Engineering and Management, RamdeoTekdi, Gittikhadan, Katol Road, Nagpur - 440013 on the recommendation of the Academic Council. The details in respect of the ordinances issued for Master of Business Administration (Integrated) Programme are as follows.

|                                     |        |  |
|-------------------------------------|--------|--|
| <b>Short Title and Commencement</b> | (i)    | These ordinances shall be hereafter called as the Ordinances for the Master of Business Administration (Integrated) Programme of RCOEM.  |
|                                     | (ii)   | These ordinances shall come into force with effect from the date of its approval by the Board of Management.   |
| <b>Definitions</b>                  |        | Unless the context requires otherwise;   |
|                                     | (i)    | <b>"Government"</b> shall mean the Government of Maharashtra/ Government of India as may be applicable.  |
|                                     | (ii)   | <b>"DTE"</b> shall mean Director of Technical Education, Government of Maharashtra.  |
|                                     | (iii)  | <b>"University"</b> shall mean Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.   |
|                                     | (iv)   | <b>"Regulating Authority"</b> shall mean any regulatory or controlling body for the Technical Education in India.  |
|                                     | (v)    | <b>"UGC"</b> shall mean University Grants Commission, Government of India, New Delhi.  |
|                                     | (vi)   | <b>"AICTE"</b> shall mean the All India Council for Technical Education, New Delhi.  |
|                                     | (vii)  | <b>"Institute"</b> shall mean Shri Ramdeobaba College of Engineering and Management, Ramdeo Tekdi, Gittikhadan, Katol Road, Nagpur 440013.   |
|                                     | (viii) | <b>"Board"</b> shall mean the Board of Management of the Institute constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.  |
|                                     | (ix)   | <b>"Principal"</b> shall mean the Principal of the Institute.  |
|                                     | (x)    | <b>"Vice-Chancellor"</b> shall mean the Vice-Chancellor of the University.   |
|                                     | (xi)   | <b>"APEC"</b> shall mean the Institute level Academic Programme Evaluation Committee formed by the Principal as and when required. If any academic program is to be evaluated based on factors like importance, academic content, industrial significance, financial viability, sustainability etc., the decision of this body must be taken into consideration. |
|                                     | (xii)  | <b>"Finance Committee"</b> shall mean the Finance committee of the Institute constituted as per the guidelines of UGC for autonomous colleges.   |
|                                     | (xiii) | <b>"BOS"</b> shall mean the Board of Studies of the department, constituted as per the Guidelines of UGC for autonomous colleges.  |

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|  | (xiv)    | <b>"Degree"</b> shall mean the Master of Business Administration (Integrated) and other degrees of the Institute as may be approved by the Board / University/UGC/Government.  |
|  | (xv)     | <b>"Applicant"</b> shall mean an individual who applies for admission to Master of Business Administration (Integrated) programme of the Institute.  |
|  | (xvi)    | <b>"Student"</b> shall mean a student registered for Master of Business Administration (Integrated) programme.   |
|  | (xvii)   | <b>"Course"</b> shall mean a curricular component identified by a designated number and title.   |
|  | (xviii)  | <b>"Programme"</b> Programme shall mean the stream in which the degree is awarded.   |
|  | (xix)    | <b>"Scheme of Teaching and Examination"</b> shall mean the scheme of teaching and examination for a programme of study as approved by the Academic Council.  |
|  | (xx)     | <b>"Programme Coordinator"</b> shall mean a faculty member who shall have full responsibility for the Programme, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades. |
|  | (xxi)    | <b>"Departmental Faculty Board (DFB)"</b> shall mean the committee of the faculty members involved in teaching a course or a group of courses of technically relevant subjects.  |
|  | (xxii)   | <b>"Grade Moderation Committee"</b> shall mean the committee appointed by the Academic Council to moderate grades awarded by the examiner, if required.  |
|  | (xxiii)  | <b>"SGPA"</b> shall mean the Semester Grade Point Average.   |
|  | (xxiv)   | <b>"CGPA"</b> shall mean the Cumulative Grade Point Average.   |
|  | (xxv)    | <b>"Academic Council"</b> shall mean the Academic Council constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.   |
|  | (xxvi)   | <b>"EXC"</b> shall mean Examination committee constituted as per the Direction No. 4/1999 of the University for autonomous colleges.   |
|  | (xxvii)  | <b>"COE"</b> shall mean the Controller of Examinations appointed as per the Guidelines of UGC for autonomous colleges.   |
|  | (xxviii) | <b>"ISV"</b> shall mean In-charge of Spot Valuation, appointed by the Principal.   |
|  | (xxix)   | <b>"OIC"</b> shall mean Officer In-charge of the End Semester Examination.   |
|  | (xxx)    | <b>"DEC"</b> shall mean the Departmental Examination Committee.  |
|  | (xxxix)  | <b>"Guide"</b> shall mean a person who is qualified to supervise a project/dissertation work of students and is approved by the Academic Council.  |

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|  | (xxxii)   | "RCC" shall mean Departmental Research Coordination Committee.   |
|  | (xxxiii)  | "GRC" shall mean Grievance Redressal Committee formed by the Academic Council.   |
|  | (xxxiv)   | "Competent Authority" shall mean the Board of Management/Academic Council of the Institute/ University/Government/UGC/Regulating Authority as the case may be.   |
|  | (xxxv)    | "Equivalence Committee" shall mean the Equivalence Committee appointed by the Academic Council.  |
|  | (xxxvi)   | "APAC" shall mean Academic Performance Advisory Committee.   |
|  | (xxxvii)  | "DAPAC" shall mean Departmental Academic Performance Advisory Committee'.  |
|  | (xxxviii) | "MBA (Integrated)" shall mean Master of Business Administration (Integrated)   |
|  | (1)       | University / Government may approve on the recommendation of the Academic Council either on its own or on the initiative of a Department and / or on the direction of the Board / Government, provided that an interdisciplinary programme may be proposed by a Department or by a committee appointed by the Principal for the consideration of the Academic Council and the Board / Government.                |
|  | (2)       | The procedure for starting a new programme/temporarily suspending a programme/phasing out a programme shall be as per the guidelines laid down by the competent authority.   |
|  | (3)       | The minimum qualifications and procedure for admission to the first year <b>MBA (Integrated)</b> shall be as per the norms prescribed.   |
|  | (4)       | <b>A student shall be required to earn minimum credits through various academic courses of a curriculum as provided in the regulations. He / She can earn over and above credits mentioned in the ordinance as decided by the BoS.</b>   |
|  | (5)       | The award of the <b>MBA (Integrated)</b> to an eligible candidate shall be made in accordance with the procedure laid down in the regulations. A student shall have to complete all the requirements for the award of the degree within such period as may be specified in the regulations, including those credits earned at such other institutions as have been recognized by the Institute for this purpose. |
|  | (6)       | The date of initial registration for the programme shall normally be the date, on which the student formally registers i.e. takes final admission for the first time. This date shall be considered as the date of joining the programme for all intents and purposes.   |

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|  | (7)  | A student shall be required to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided in the regulations.   |
|  | (8)  | A student may be granted such scholarship / assistantship / stipend, etc. and awarded medals as may be specified in the regulations or in accordance with the directions of the Government and / or the decision of the Board from time to time. The overall topper(s) amongst all branches shall not be declared however on the basis of CGPA branch toppers may be declared as per norms.  |
|  | (9)  | The procedure for the withdrawal from a <b>MBA (Integrated) programme</b> , rejoining the programme, award of grades and SGPA / CGPA, the examination and all such matters as may be connected with the running of the programme shall be as specified in the regulations.   |
|  | (10) | A student admitted to the <b>MBA (Integrated) programme</b> shall abide by the code of conduct for students issued by the Institute from time to time. This code of conduct shall deal with the discipline of the students in the hostels, departments, the Institute premises and outside. It may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. It shall be approved by the Academic Council on the recommendations of the Dean Students Affairs. |
|  | (11) | The minimum duration of <b>MBA (Integrated) programme shall be of five years</b> (Organized in 10 semesters of six months each including vacation period)  |
|  | (12) | The tuition fees structure will be governed by the rules and regulations as prescribed by the competent authority.   |
|  | (13) | The fees other than the tuition fees will be governed by the rules and regulations framed and recommended by the Finance Committee and duly approved by the Board.   |
|  | (14) | Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contradiction of the decision of the Board and / or the direction of the Government, in regard to the duration of the <b>MBA (Integrated) programme</b> , the amount and number of scholarship/ assistantships and the number of free ships and the procedure thereof.   |

**ANNEXURE - I**

**Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern**

**I Semester MBA (Integrated)**

| Sr. No       | Subject Code | Course Name                            | L         | T        | P        | Marks                |                    |            | Credits   | Exam Duration |
|--------------|--------------|--|-----------|----------|----------|----------------------|--------------------|------------|-----------|---------------|
|              |              |  |           |          |          | Internal Assessment. | Semester End Exam. | Total      |           |               |
| 1            | MIT101       | English Language                       | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 2            | MIT102       | Business Ethics & Corporate Governance | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 3            | MIT103       | Business Mathematics                   | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 4            | MIT104       | Human Skills                           | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 5            | MIT105       | Computer Applications                  | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 6            | MIT106       | Self Management                        | 4         | 0        | 0        | --                   | --                 | --         | --        | --            |
| <b>Total</b> |              |  | <b>24</b> | <b>0</b> | <b>0</b> | <b>200</b>           | <b>300</b>         | <b>500</b> | <b>20</b> |               |

**Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern**

**II Semester MBA (Integrated)**

| Sr.No        | Subject Code | Course Name             | L         | T        | P        | Marks               |                   |            | Credits   | Exam Duration |
|--------------|--------------|-------------------------|-----------|----------|----------|---------------------|-------------------|------------|-----------|---------------|
|              |              |                         |           |          |          | Internal Assessment | Semester End Exam | Total      |           |               |
| 1            | MIT107       | Business Communication  | 4         | 0        | 0        | 40                  | 60                | 100        | 4         | 3 Hrs.        |
| 2            | MIT108       | Foreign Language        | 4         | 0        | 0        | 40                  | 60                | 100        | 4         | 3 Hrs.        |
| 3            | MIT109       | Business Statistics     | 4         | 0        | 0        | 40                  | 60                | 100        | 4         | 3 Hrs.        |
| 4            | MIT110       | Financial Accounting    | 4         | 0        | 0        | 40                  | 60                | 100        | 4         | 3 Hrs.        |
| 5            | MIT111       | Organizational Behavior | 4         | 0        | 0        | 40                  | 60                | 100        | 4         | 3 Hrs.        |
| 6            | MIT112       | Environment Management  | 4         | 0        | 0        | --                  | --                | --         | --        | --            |
| <b>Total</b> |              |                         | <b>24</b> | <b>0</b> | <b>0</b> | <b>200</b>          | <b>300</b>        | <b>500</b> | <b>20</b> |               |

**Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern**

**III Semester MBA (Integrated)**

| Sr. No       | Subject Code | Course Name                  | L         | T        | P        | Marks                |                    |            | Credits   | Exam Duration |
|--------------|--------------|------------------------------|-----------|----------|----------|----------------------|--------------------|------------|-----------|---------------|
|              |              |                              |           |          |          | Internal Assessment. | Semester End Exam. | Total      |           |               |
| 1            | MIT201       | Managerial Economics         | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 2            | MIT202       | Management Principles        | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 3            | MIT203       | Cost Accounting              | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 4            | MIT204       | Marketing Management         | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 5            | MIT205       | Human Resource Management    | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 6            | MIT206       | Working on MS Office & Tally | 4         | 0        | 0        | --                   | --                 | --         | --        | --            |
| <b>Total</b> |              |                              | <b>24</b> | <b>0</b> | <b>0</b> | <b>200</b>           | <b>300</b>         | <b>500</b> | <b>20</b> |               |

**Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern**

**IV Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                      | L         | T        | P        | Marks                |                    |            | Credits   | Exam Duration |
|--------------|--------------|------------------------------|-----------|----------|----------|----------------------|--------------------|------------|-----------|---------------|
|              |              |                              |           |          |          | Internal Assessment. | Semester End Exam. | Total      |           |               |
| 1            | MIT207       | Entrepreneurship Development | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 2            | MIT208       | Strategic Management         | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 3            | MIT209       | Management Accounting        | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 4            | MIT210       | Legal aspects of Business    | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 5            | MIT211       | Operations Management        | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 6            | MIT212       | Case Study Application       | 4         | 0        | 0        | --                   | --                 | --         | --        | --            |
| <b>Total</b> |              |                              | <b>24</b> | <b>0</b> | <b>0</b> | <b>200</b>           | <b>300</b>         | <b>500</b> | <b>20</b> |               |

Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**V Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                            | L         | T        | P        | Marks                |                    |            | Credits   | Exam Duration |
|--------------|--------------|------------------------------------|-----------|----------|----------|----------------------|--------------------|------------|-----------|---------------|
|              |              |                                    |           |          |          | Internal Assessment. | Semester End Exam. | Total      |           |               |
| 1            | MIT301       | Financial Management               | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 2            | MIT302       | Change Management                  | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 3            | MIT303       | Consumer Behavior                  | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 4            | MIT304       | Research Methodology               | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 5            | MIT305       | Family Business                    | 4         | 0        | 0        | 40                   | 60                 | 100        | 4         | 3 Hrs.        |
| 6            | MIT306       | Aptitude & Personality Development | 4         | 0        | 0        | --                   | --                 | --         | --        | --            |
| <b>Total</b> |              |                                    | <b>24</b> | <b>0</b> | <b>0</b> | <b>200</b>           | <b>300</b>         | <b>500</b> | <b>20</b> |               |

Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**VI Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                      | L         | T        | P        | Marks               |                    |            | Credits   | Exam duration |
|--------------|--------------|------------------------------|-----------|----------|----------|---------------------|--------------------|------------|-----------|---------------|
|              |              |                              |           |          |          | Internal Assessment | Semester End Exam. | Total      |           |               |
| 1            | MIT307       | Quantitative Techniques      | 4         | 0        | 0        | 40                  | 60                 | 100        | 4         | 3 Hrs.        |
| 2            | MIT308       | Banking & Financial Services | 4         | 0        | 0        | 40                  | 60                 | 100        | 4         | 3 Hrs.        |
| 3            | MIT309       | E-Commerce                   | 4         | 0        | 0        | 40                  | 60                 | 100        | 4         | 3 Hrs.        |
| 4            | MIT310       | Project Management           | 4         | 0        | 0        | 40                  | 60                 | 100        | 4         | 3 Hrs.        |
| 5            | MIT311       | General Studies              | 4         | 0        | 0        | --                  | --                 | --         | --        | --            |
| 6            | MIP301       | Project                      | --        | --       | 8        | 50                  | 50                 | 100        | 4         | --            |
| <b>Total</b> |              |                              | <b>20</b> | <b>0</b> | <b>8</b> | <b>210</b>          | <b>290</b>         | <b>500</b> | <b>20</b> |               |

Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**VII Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                 | L          | T        | P        | Marks               |                   |            | Credits   | Exam duration |        |
|--------------|--------------|-------------------------|------------|----------|----------|---------------------|-------------------|------------|-----------|---------------|--------|
|              |              |                         |            |          |          | Internal Assessment | Semester End Exam | Total      |           |               |        |
| 1            | -            | Specialization I        | Elective 1 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 2            | -            |                         | Elective 2 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 3            | -            |                         | Elective 3 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 4            | -            | Specialization II       | Elective 1 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 5            | -            |                         | Elective 2 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 6            | -            |                         | Elective 3 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 7            | MIT421       | Advance Computer Skills | 3          | 0        | 0        | --                  | --                | --         | --        | --            |        |
| <b>Total</b> |              |                         | <b>21</b>  | <b>0</b> | <b>0</b> | <b>240</b>          | <b>360</b>        | <b>600</b> | <b>18</b> |               |        |

Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**VIII Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                         | L          | T        | P        | Marks               |                   |            | Credits   | Exam duration |        |
|--------------|--------------|---------------------------------|------------|----------|----------|---------------------|-------------------|------------|-----------|---------------|--------|
|              |              |                                 |            |          |          | Internal Assessment | Semester End Exam | Total      |           |               |        |
| 1            | -            | Specialization I                | Elective 4 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 2            | -            |                                 | Elective 5 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 3            | -            |                                 | Elective 6 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 4            | -            | Specialization II               | Elective 4 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 5            | -            |                                 | Elective 5 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 6            | -            |                                 | Elective 6 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 7            | MIP401       | Winter Internship Project (WIP) | --         | --       | 8        | 50                  | 50                | 100        | 4         | --            |        |
| 8            | MIT422       | Business Analysis               | 3          | 0        | 0        | 0                   | --                | --         | --        | --            |        |
| <b>Total</b> |              |                                 | <b>21</b>  | <b>0</b> | <b>8</b> | <b>290</b>          | <b>410</b>        | <b>700</b> | <b>22</b> |               |        |



Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**IX Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                         | L          | T        | P        | Marks               |                   |            | Credits   | Exam duration |        |
|--------------|--------------|---------------------------------|------------|----------|----------|---------------------|-------------------|------------|-----------|---------------|--------|
|              |              |                                 |            |          |          | Internal Assessment | Semester End Exam | Total      |           |               |        |
| 1            | -            | Specialization I                | Elective 7 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 2            | -            |                                 | Elective 8 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 3            | -            |                                 | Elective 9 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 4            | -            | Specialization II               | Elective 7 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 5            | -            |                                 | Elective 8 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 6            | -            |                                 | Elective 9 | 3        | 0        | 0                   | 40                | 60         | 100       | 3             | 3 Hrs. |
| 7            | MIP501       | Summer Internship Project (SIP) | --         | --       | 8        | 50                  | 50                | 100        | 4         | --            |        |
| 8            | MIT501       | Corporate Social Responsibility | 3          | 0        | 0        | 0                   | --                | --         | --        | --            |        |
| <b>Total</b> |              |                                 | <b>21</b>  | <b>0</b> | <b>8</b> | <b>290</b>          | <b>410</b>        | <b>700</b> | <b>22</b> |               |        |

Scheme of Examination of Master of Business Administration (Integrated)  
Semester Pattern

**X Semester MBA (Integrated)**

| Sr.No        | Subject Code | Subject                       | L  | T  | P         | Marks               |                   |            | Credits  | Exam duration |
|--------------|--------------|-------------------------------|----|----|-----------|---------------------|-------------------|------------|----------|---------------|
|              |              |                               |    |    |           | Internal Assessment | Semester End Exam | Total      |          |               |
| 1            | MIP 502      | Industry Application Project* | -- | -- | 16        | 200                 | 200               | 400        | 8        |               |
| <b>Total</b> |              |                               |    |    | <b>16</b> | <b>200</b>          | <b>200</b>        | <b>400</b> | <b>8</b> |               |

| *Industry Application Project Assessment |            |                                 |
|--|------------|---------------------------------|
|  | Marks      |                                 |
| Viva -voice                              | 100        | Assessment By External Examiner |
| Project defense through presentation     | 100        |                                 |
| Overall Project Valuation                | 200        | Assessment By Internal Examiner |
| <b>Total marks</b>                       | <b>400</b> |                                 |

List of Electives :

In each Semester from VII to IX, students will be taught three Electives from each specialization selected. Students have to opt any two Specializations.

Second Year – Elective Subjects

| Course Code                                 | Elective  |
|---|---|
| MIT403-6                                    | Industrial Relations                                |
| MIT403-7                                    | International HRM                                   |
| MIT403-8                                    | Performance & Compensation Management               |
| MIT403-9                                    | Labor Laws  |
| MIT403-10                                   | Organization Theory: Structures & Design            |
| MIT403-11                                   | Organization Development                            |
| MIT403-12                                   | Competency Mapping                                  |
| MIT403-13                                   | Employer Branding                                   |
| <b>Marketing</b>                            |   |
| MIT404-1                                    | Integrated Marketing Communication                  |
| MIT404-2                                    | Brand Management                                    |
| MIT404-3                                    | Industrial Marketing                                |
| MIT404-4                                    | Retail Management                                   |
| MIT404-5                                    | Sales Management                                    |
| MIT404-6                                    | Services Marketing                                  |
| MIT404-7                                    | Rural Marketing                                     |
| MIT404-8                                    | Customer Relationship Management                    |
| MIT404-9                                    | Marketing Channel Management                        |
| MIT404-10                                   | International Marketing                             |
| MIT404-11                                   | Digital Marketing                                   |
| MIT404-12                                   | Marketing Analytics                                 |
| MIT404-13                                   | Marketing Research                                  |
| MIT404-14                                   | Social Marketing                                    |
| <b>Operations</b>                           |   |
| MIT405-1                                    | Enterprise Resource Planning                        |
| MIT405-2                                    | Quality Management                                  |
| MIT405-3                                    | Services Operation                                  |
| MIT405-4                                    | Advanced Operations Research                        |
| MIT405-5                                    | Contract Management Practices                       |
| MIT405-6                                    | Lean Management                                     |
| MIT405-7                                    | Operations Planning & Control                       |
| MIT405-8                                    | Supply Chain Management                             |
| MIT405-9                                    | World Class Manufacturing                           |
| MIT405-10                                   | Advanced Project Management                         |
| MIT405-11                                   | Ergonomics in Industrial Health & Safety Management |
| <b>Entrepreneurship and Family Business</b> |   |
| MIT401-1                                    | Family Business Management                          |
| MIT401-2                                    | Advance Management Accounting                       |
| MIT401-3                                    | Purchase & Materials Management                     |
| MIT401-5                                    | Business Tax Planning                               |
| MIT401-6                                    | Managing Human Capital                              |
| MIT401-7                                    | Product & Brand Management                          |
| MIT401-8                                    | Entrepreneurial Finance                             |
| MIT401-9                                    | Logistics Management                                |
| MIT401-10                                   | International Business                              |
| MIT401-11                                   | Launching & Managing an Enterprise                  |
| MIT401-12                                   | Buying an Existing Business                         |
| MIT401-13                                   | Entrepreneurial Innovation                          |
| MIT401-14                                   | B2B Marketing                                       |
| MIT401-15                                   | Knowledge Entrepreneurship                          |
| <b>Finance</b>                              |   |
| MIT402-1                                    | Financial Services Management                       |
| MIT402-2                                    | Commercial Banking in India                         |
| MIT402-3                                    | Merger & Acquisition and Corporate Restructuring    |
| MIT402-4                                    | Security Analysis                                   |
| MIT402-5                                    | International Finance and Trade                     |
| MIT402-6                                    | Project Planning & Financing                        |
| MIT402-7                                    | Corporate Taxation                                  |
| MIT402-8                                    | Derivatives & Risk Management                       |
| MIT402-9                                    | Portfolio Management                                |
| MIT402-10                                   | Management Control System                           |
| MIT402-11                                   | Insurance Management                                |
| MIT402-12                                   | Wealth Management                                   |
| <b>Human Resources</b>                      |   |
| MIT403-1                                    | Advanced Organization Behavior                      |
| MIT403-2                                    | Recent Trends in HRM                                |
| MIT403-3                                    | HR Audit & Analytics                                |
| MIT403-4                                    | Training & Development                              |
| MIT403-5                                    | Human Resource Planning                             |

## SUMMARY OF THE TOTAL MARKS AND CREDITS

| Sr. No. | Semester        | Marks              |                     |             | Credits    |
|---------|-----------------|--------------------|---------------------|-------------|------------|
|         |                 | Semester End Exam. | Internal Assessment | Total       |            |
| 1       | Semester - I    | 300                | 200                 | 500         | 20         |
| 2       | Semester - II   | 300                | 200                 | 500         | 20         |
| 3       | Semester - III  | 300                | 200                 | 500         | 20         |
| 4       | Semester - IV   | 300                | 200                 | 500         | 20         |
| 5       | Semester - V    | 300                | 200                 | 500         | 20         |
| 6       | Semester - VI   | 290                | 210                 | 500         | 20         |
| 7       | Semester - VII  | 360                | 240                 | 600         | 18         |
| 8       | Semester - VIII | 410                | 290                 | 700         | 22         |
| 9       | Semester - IX   | 410                | 290                 | 700         | 22         |
| 10      | Semester - X    | 200                | 200                 | 400         | 8          |
|         | <b>Total</b>    | <b>3170</b>        | <b>2230</b>         | <b>5400</b> | <b>190</b> |

## REGULATIONS FOR THE MBA (INTEGRATED) PROGRAMME 2017

## Regulation No. Description

| R 1. General                     |   |                |                 |             |          |          |          |
|----------------------------------|---|----------------|-----------------|-------------|----------|----------|----------|
| R 1.1                            | These regulations shall be called as the Regulations for the MBA (Integrated) programme of the Institute.   |                |                 |             |          |          |          |
| R 1.2                            | These regulations shall come into force with effect from the date of its approval by the Academic Council.  |                |                 |             |          |          |          |
| R 2. MBA (INTEGRATED) Programmes |   |                |                 |             |          |          |          |
| R 2.1                            | The Institute shall offer MBA (Integrated) programme as shown in Table 1  |                |                 |             |          |          |          |
| R 2.2                            | <p>Entry qualifications / students eligibility :</p> <p>For admission to this course, a student should have passed 12th standard (or equivalent) examination and obtained at least 45%(40% marks for reserved category students) and should have passed a Common Admission Tests if conducted for the purpose by the Competent Authority.</p> <table border="1"> <thead> <tr> <th>Science Stream</th> <th>Commerce Stream</th> <th>Arts Stream</th> </tr> </thead> <tbody> <tr> <td>20 seats</td> <td>20 seats</td> <td>20 seats</td> </tr> </tbody> </table> <p>In case of non-availability of students from one stream, remaining seats in that stream may be allotted to students from other two streams on equal basis. In case of non-availability of students from two streams, remaining seats in that stream may be allotted to students from third stream.</p> <p>Admission taken at the first year shall be admission to <b>"5 year MBA (Integrated)" programme and he/she will not be required to take re-admission at any stage of the programme.</b></p> | Science Stream | Commerce Stream | Arts Stream | 20 seats | 20 seats | 20 seats |
| Science Stream                   | Commerce Stream   | Arts Stream    |                 |             |          |          |          |
| 20 seats                         | 20 seats  | 20 seats       |                 |             |          |          |          |
| R 2.3                            | <p>The minimum duration of MBA (Integrated) programme leading to MBA (Integrated) degree is ten semesters (spread over five years).</p> <p>The duration for the MBA (Integrated) programme may be altered in accordance with the decision of the Competent Authority.</p>   |                |                 |             |          |          |          |

|                                  |   |
|----------------------------------|---|
| R 2.4                            | Reservation of seats for admission to MBA (Integrated) programme shall be as per thenorms of the Government for Minority Institutions.  |
| R 2.5                            | The candidate shall be provisionally admitted to MBA (Integrated) programme subject to fulfillment of eligibility criterion as prescribed by the Competent Authority.   |
| R 2.6                            | In the matter of admissions to the MBA (Integrated) programmes, the decision of the competent authority shall be final.   |
| R 2.7                            | A student should have obtained the eligibility certificate from the University in the first semester at the time of admission.  |
| <b>R 3. Semester System</b>      |   |
| R 3.1                            | The academic programmes in the Institute shall be based on semester system; two semesters (July - December and January - June) in a year with winter and summer vacations.  |
| R 3.2                            | The curriculum shall consist of credit and audit (non-credit) courses.  |
| R 3.3                            | Each credit course shall have a certain number of credits assigned to it depending upon the academic load of the course, which would be assessed on the basis of weekly contact hours of theory lecture, tutorial, and field study if required.   |
| R 3.4                            | The courses, practicals, seminars and projects offered in a semester shall be continuously assessed and evaluated to judge the performance of a student.  |
| <b>R 4. Curriculum Structure</b> |   |
| R 4.1                            | The programmes will consist of: <ul style="list-style-type: none"> <li>(a) Courses comprising of basic Economics, Sociology, Psychology, Humanities, Social Science &amp; Accounts</li> <li>(b) Management core courses introducing the student to the foundations of management.</li> <li>(c) Electives enabling the students to take up a group of courses in his / her specialisation viz. EFB, Finance, Human Resources, Marketing and Operations</li> <li>(d) Minor and major projects, and seminar approved by the Department</li> <li>(e) Audit Courses like Self Management, Environment Management, Working on MS Office and Tally, Case Study, Aptitude and Personality Development, General Studies, Advanced Computer Skills, Business Analysis &amp; Corporate Social Responsibility</li> <li>(f) Industrial Visits / Site Visits / Live Projects</li> </ul> |
| R 4.2                            | Each MBA (Integrated)programme will have a curriculum and course contents (syllabi)for the courses designed by the BOS and approved by Academic Council.  |
| R 4.3                            | <ul style="list-style-type: none"> <li>a) The curriculum for award of degree in MBA (Integrated) programme is designed to have less than or equal to 200 credits.</li> <li>b) Students have opportunity to earn over and above credit on subjects as decided by the department</li> </ul>   |

|   |   |
|---|---|
| R 4.4                                   | The total contact hours for MBA (Integrated)programme shall be as per norms prescribed by the Competent Authority.  |
| R 4.5                                   | The medium of instruction, examination and project reports will be English.   |
| R 4.6                                   | Every MBA (Integrated) student will have to earn the credits by passing all the credit courses as specified in R 19.3 and will have to earn "SF" in all the audit courses to become eligible for award of the Degree.   |
| <b>R 5. Course and Department Codes</b> |   |
| R 5.1                                   | Every student admitted shall have his/her unique Student ID. The Student ID of a student shall consist of nine alpha-numerals nnPPPSmmm where,<br>nn: Indicates year of admission, PPP: Indicates programme code, S: Indicates shift and mmm: Indicates serial number in a programme.<br>Example, 15EEP1001; 15—year of admission, EEP—program code, 1 — shift and 001— his number.   |
| <b>R 6. Course Credits</b>              |   |
| R 6.1                                   | Each credit course shall have an integer number of credits, which reflects its weight. The student earns credits by passing corresponding courses in theory course examination. The number of credits of a course in a semester shall normally be calculated as under (however there may be some exceptions):- <ul style="list-style-type: none"> <li>(a) <b>Lectures:</b> One lecture hour shall be assigned one credit.</li> <li>(b) <b>Tutorial:</b> One Tutorial hour per week shall be assigned half credit.</li> <li>(c) <b>Major Project / Industry Application Project :</b> One project hour will be assigned half Credit</li> </ul> The student earns credits from I semester to VI semester by passing corresponding courses in minimum 'CD' grade in theory course examination.<br>The student earns credits from VII semester to X semester by passing corresponding courses in minimum 'CC' grade in theory course examination. |
| <b>R 7. Additional Courses</b>          |   |
| R 7.1                                   | The students admitted to the MBA (Integrated) programme participating in NCC/ NSS/Games & Sports/Cultural Activities/ ACEES as per norms of the University will be treatedas additional courses and shall be awarded grades as shown below :<br>However these will not be the compulsory courses.<br>Guidelines for calculation of Grade point for participating in activities NCC/NSS/Games & Sports/Cultural Activities/ACEES in the semester.<br>Award of grades and conversion to Grade points shall be done as below.  |

| Grades | Grade Points | Range of Marks |
|--------|--------------|----------------|
| AA     | 10           | 90-100         |
| AB     | 9            | 80-89          |
| BB     | 8            | 70-79          |
| BC     | 7            | 60-69          |
| CC     | 6            | 50-59          |
| CD     | 5            | 40-49          |
| DD     | 4            | 30-39          |
| FF     | 0            | Less than 30   |

Various components for calculating the marks out of 100 are as below:-

| Sr. no. | Components of Marks  | Eligibility                   | Marks       |
|---------|--|-------------------------------|-------------|
| 1       | Attendance/Consistency   | All students                  | 5           |
| 2       | Physical fitness Test / Post holder (University / College team Captain, secretary, branch secretary) | I & II Semester / III to VIII | 5           |
| 3       | Behavior on field or during competition/event  | All students                  | 5           |
| 4       | Participation in Intra Collegiate / inter branch activities (1st, 2nd, 3rd position).                | All students                  | 5 (5, 3, 1) |
| 5       | Participation in Inter Collegiate activities.  | All team members              | 30          |
| 6       | Securing 1st, 2nd, 3rd position in inter collegiate activities.                                      | All team members              | 50          |
| 7       | Participation in University / State level activities   | All team members              | 70          |
| 8       | National / International level activities  | All team members              | 80          |
| 9       | Organization of Co-curricular and extra-curricular activities  | All SRC members               | 10          |

Evaluation of student for NCC/NSS/GAMES & SPORTS/ACEES activities shall be done by HOD of Physical Education Department. Evaluation of student for CULTURAL/LITERARY activities shall be done by Dean SRC. Evaluation of co-curricular activities like technical paper presentation / model project exhibition etc. shall be done by H.O.D. of respective department. However compilation of student data for all the activities shall be the responsibility of H.O.D. Physical Education.

Students shall be assessed for the marks mentioned in serial number 5, 6 & 7 of above table and best of three items should only be awarded. Serial No. 1, 2, 3 & 4 are add-on marks that should be added with the marks received by students for serial number 5, 6 & 7.

|         |  |
|---------|--|
| R 7.1.2 | Community Service Programme (CSP) will be announced by the Sports/ Humanities/ NSS department time to time at the start of academic year. The students should register in the concerned department and shall participate in the CSP conducted during that academic year. |
|---------|--|

**R 7.2 Incentives to the students participating in Industrial/ Corporate Training/ Certificate /Student Exchange program/Publications**

R 7.2.1 The students admitted to the MBA (Integrated) programme undergoing Industrial / Corporate training in listed / reputed companies / organizations having minimum duration of 4 weeks shall be eligible for award of additional grades as per the regulations. Guidelines for incentive credits to the Students Participating in Industrial / Corporate Training / Publications Award of grades based on absolute mark system out of 100 is prepared. The same is converted to grade points and grades as below:

| Grade Point | Range of Marks |
|-------------|----------------|
| 10          | 90-100         |
| 9           | 80-89          |
| 8           | 70-79          |
| 7           | 60-69          |
| 6           | 50-59          |
| 5           | 40-49          |
| 4           | 30-39          |
| 3           | 20-29          |
| 0           | Below 20       |

Various components for calculating the makes out of 100 are as below:-

The students admitted to the **MBA (Integrated)** programme undergoing Industrial / Corporate training in listed / reputed companies / organizations having minimum duration of 4 weeks shall be eligible for award of additional grades as per the following table.

**Industrial & Corporate Training**

| Sr. No. | Training undertaken at                   | Marks |
|---------|--|-------|
| 1.      | MNC/ Public Sector/ Large Scale Industry | 30    |
| 2.      | Small and Medium Enterprise              | 20    |

The students admitted to the MBA (Integrated) programme undergoing One week Summer /Winter Student Exchange / Certificate programme shall be eligible for award of additional grades as per the following table. Summer / Winter Student Exchange / Certificate programme

| Sr. No. | Training Undertaken at                         | Marks |
|---------|--|-------|
| 1.      | Indian /Foreign University / Schools of Repute | 25    |

Note : A student must produce a certificate from the University / Institute in which he / she has undertaken program, produce a report and give a presentation in order to be eligible for securing the marks.

The **MBA (Integrated)** students publishing research papers in international / national journals and international/ national conferences organized by IITs / IIMs and Institutes of national/ international repute shall be eligible for award of additional grades as per the following table :

| Sr. No. | Particular   | Marks |
|---------|--|-------|
| 1.      | Research Paper accepted and presented in International conference                                    | 20    |
| 2.      | Research Paper accepted and presented in National conference   | 15    |
| 3.      | Research Paper accepted and presented in state level/ regional conference                            | 10    |
| 4.      | Research Paper accepted for publication in referred International Journal                            | 50    |
| 5.      | Research Paper accepted for publication in Non-referred International Journal but with ISBN/ISSN No. | 40    |
| 6.      | Research Paper accepted for publication in referred National Journal                                 | 40    |
| 7.      | Research Paper accepted for publication in Non-referred National Journal but with ISBN/ISSN No.      | 30    |

In a semester a student can earn a maximum of 100 marks. In case a research paper is jointly presented / published by more than one student, the marks awarded will be divided equally among the students.

Evaluation of the students for incentive credits for participating in Industrial / Corporate training/Paper presentation/ Certificate /Student Exchange program / Paper Publication shall be done by the respective head of the departments.

**R 8. Academic Council**

Academic Council shall be constituted as per the guidelines for autonomous colleges prescribed by UGC under plan 11 of para 8.

- R 8.1 Academic Council shall consist of
1. Principal (Chairman)
  2. All Heads of the Departments in the Institute.
  3. Four teachers of the Institute representing different categories of teaching staff by rotation on the basis of seniority of service in the Institute.
  4. Not less than four experts from outside the Institute representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering etc. to be nominated by the Board.
  5. Three nominees of the university.
  6. A Faculty member nominated by the Principal (member secretary).

- R 8.2 Without prejudice to the generality of functions mentioned the Academic Council will have powers to :
- a) Scrutinize and approve the proposals with or without modifications of the Board of Studies with regard to course of study, academic regulations, curricula, syllabi and modifications. Thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc. provided that where the Academic Council differs on any proposal, it will have to return the right to any matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
  - b) Make regulations regarding the admission of students to different programmes of study in the college.
  - c) Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
  - d) Recommend to the Board proposals for institution of new programmes of study.
  - e) Recommend to the Board of scholarships, studentship, fellowships, prizes and medals, and to frame regulations for the award of the same.
  - f) Advise to the Board on suggestion(s) pertaining to academic affairs made by it.
  - g) Perform such other functions as may be assigned by the Board.
  - h) Any other matters time to time thought necessary by the Principal and the Board.

**R 9. Course coordination committees.**

- R 9.1 Every HOD will appoint a coordination committee for each subject group which shall contain the senior departmental faculty related to the subject/group and invited members from other departments and industry if required.

| <b>R 10. Board of Studies (BOS)</b> |   |
|-------------------------------------|---|
| R 10.1                              | <p>Every programme shall have its own Board of Studies (BOS) to look after all matters pertaining to that particular programme.</p> <p><b>Composition :</b></p> <ol style="list-style-type: none"> <li>Head of the department concerned (Chairman)</li> <li>The entire faculty of each specialization</li> <li>Two experts in the subject from outside the Institute to be nominated by the Academic Council.</li> <li>One expert to be nominated by the Vice Chancellor from a panel of six recommended by the Principal.</li> <li>One representative from the industry/ corporate sector/allied area relating to placement.</li> <li>One post graduate meritorious alumnus to be nominated by the Principal.</li> </ol> <p>The Chairman BOS, may with the approval of the Principal, co-opt</p> <ol style="list-style-type: none"> <li>Expert from outside the college whenever sufficient courses of studies are to be formulated.</li> <li>Other members of staff of the same faculty.</li> </ol> |
| R 10.2                              | <p><b>Functions :</b></p> <p>BOS of a department in the Institute shall :</p> <ol style="list-style-type: none"> <li>Prepare syllabi for various courses keeping in view the objectives of the Institute, interest of the stakeholders and national requirement for consideration and approval of the Academic Council ;</li> <li>Suggest methodologies for innovative teaching and evaluation techniques ;</li> <li>Suggest panel of names to the Academic Council for appointment of examiners ;and</li> <li>Coordinate research, teaching, extension and other academic activities in the department/Institute.</li> </ol>   |
| R 10.3                              | <p>The Principal of the Institute shall appoint the BOS in consultation with the respective Head of the Department. In case of vacancies in BOS replacement shall be done by Chairman BOS with the approval of the Principal. For an interdisciplinary programme, an ad-hoc board shall be constituted by Dean Academics. A Programme Coordinator shall be appointed by the Principal in consultation with the Dean Academics and the Heads of the concerned Departments to look after all the administrative and academic matters related to the interdisciplinary programme.</p> <p>The Programme/Course Coordinator shall exercise the functions of the Chairman, of such ad-hoc Boards.</p>   |

| <b>R 11. Courses of Special Nature</b> |  |
|--|--|
| R 11.1                                 | <p><b>Major Project</b></p> <p>A curriculum shall contain credit component of major project, offered in the sixth semester of the MBA (Integrated) programme. Not more than four students may carry out the major project together. The batch formation norms, allotment of guide and evaluation shall be carried out by the Department.</p> <p><b>Offering an Elective</b></p> <p>An elective course in the department shall run only if minimum of 15 students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the Chairman, Board of Studies. If additional full time faculty is required, approval of the Principal is necessary.</p> <p><b>Industry Application Project</b></p> <p>A curriculum shall contain credit component for full semester industry application project offered in the tenth semester of MBA (Integrated) programme. The said project will be done by individual student. The allotment of guide and evaluation shall be carried out by the Department.</p>  |
| <b>R 12. Starting a New Programme</b>  |  |
| R 12.1                                 | <ol style="list-style-type: none"> <li>An Institute is free to start diploma (UG and PG) or certificate courses without the prior approval of the university. Diplomas and certificates shall be issued under the seal of the college.</li> <li>An Institute is free to start a new degree or postgraduate programme with the approval of the academic council. Such programmes shall fulfill the minimum standards prescribed by the university/UGC in terms of number of hours, curricular content and the university shall be duly informed of such programmes.</li> <li>An Institute may rename the existing programme after restructuring/ redesigning it with the approval of the academic council as per UGC norms. The university should be duly informed of such proceedings so that it may award new degrees in place of the old.</li> <li>An interdisciplinary programme may be proposed by a Department in consultation with other participating Department(s), or by a group of Department(s), or by a Committee appointed by the Principal.</li> <li>A new programme proposed by Department(s) shall be placed before the APEC and the Academic Council for their recommendation to the Board / Government /AICTE for obtaining its approval.</li> </ol> |

| <b>R 13. Registration</b> |   |
|---------------------------|---|
| R 13.1                    | Every student admitted shall have his/her unique Student ID. The Student ID of a student shall consist of ten alpha-numerals MIInnYYYmmm where<br><br>nn :Indicates Year of Admission.<br><br>YYY: Indicates Programme code.<br><br>mmm: Indicates Serial Number in a programme.<br><br>viz: MI17MBI001 indicates Serial No. 001 of MBA (Integrated) student admitted in 2017- 18.  |
| R 13.2                    | Registration at the beginning of each year, on the prescribed dates announced from time to time, by payment of the stipulated fees along with duly filled in admission form is compulsory for every student till he/she completes the Programme.  |
| R 13.3                    | Registration, according to rules, should be carried out on the first four days of each year. Late registration may be permitted only for valid reasons and on payment of a late registration fee. In any case, registration must be completed before the prescribed last date for registration, failing which his/her studentship is liable to be cancelled. Students having outstanding dues to the Institute or hostel shall be permitted to register only after clearing the dues.   |
| R 13.4                    | In-absentia registration may be allowed only in rare cases at the discretion of the Dean Academic in case of circumstances beyond the control of students.  |
| R 13.5                    | For admission to III Semester the student must have earned all the credits of I semester (i.e. He/ she shall have to secure passing grade in all the courses offered in I semester) and at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. I & II Semester put together) failing which he shall not be eligible for admission to III semester.<br>For admission to V Semester the student must have earned all the credits of I, II and III semester (i.e. He/ she shall have to secure passing grade in all the courses offered in I, II and III semester) and at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. III & IV Semester put together) failing which he shall not be eligible for admission to V semester.<br>For admission to VII semester: A student should earn all the credits of one to five semesters and 60% of the total credits (rounded off to nearest lower integer) of fifth & sixth semester.<br>For admission to IX semester: A student should earn all the credits of one to seven semester and 60% of the total credits (rounded off to nearest lower integer) of seven & eight semester. |

| R 14                                | Whenever cases of absorption of student from old scheme to new scheme arise, the absorption shall be done as per the Absorption & Equivalence Scheme approved by Academic Council on recommendation of BoS (DMT).   |
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| <b>R 15. Discipline and Conduct</b> |   |
| R 15.1                              | Every student is required to observe discipline and decorous behavior both inside and outside the campus and not to indulge in any activity, which will tend to bring down the prestige of the Institute.   |
| R 15.2                              | The following acts of omission and/or commission by the students within or outside the college campus shall constitute gross violation of 'Code of Conduct' punishable as indiscipline.<br><br>a) Lack of courtesy and decorum, as well as indecent behavior;<br>b) Willful damage of property of Institute/ Hostel or of fellow students;<br>c) Possession/ Consumption/ Distribution of alcoholic drink and banned drugs;<br>d) Mutilation or unauthorized possession of library materials like books, journals etc.<br>e) Noisy and Unseemly behavior disturbing peace in Institute and Hostel;<br>f) Hacking in Computer system, either hardware or software or both;<br>g) Any other act considered by the Institute as a gross indiscipline.                |
| R 15.3                              | Any act of indiscipline of a student reported to the Dean, Student Affairs, will be discussed in College Disciplinary Committee constituted by the Academic Council.<br><br>The Committee will enquire into the charges and recommend suitable punishment, if the charges are substantiated. The concerned Heads of the Departments/ ProgrammeCoordinator will consider the recommendations. Appropriate action will be taken by Principal on the recommendations of College Disciplinary Committee and Dean, Student Affairs. In case of any issue the student has to submit his grievance in writing with a copy to the Dean Student Affairs. The committee will look into the matter and forward the action taken to the Dean Student Affairs and the student. |
| R 15.4                              | Appeal: The student may appeal to the Chairman, Academic Council whose decision will be final; and will be conveyed to the Dean, Student Affairs. The Dean, Student Affairs will report the action taken at the next meeting of the Academic Council.   |
| R 15.5                              | If the student while studying in the Institute is found indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government he / she will be liable to be expelled from the Institute without any notice.  |
| R 15.6                              | If a student is involved in any kind of ragging, the student shall be liable for strict action as per Maharashtra anti-ragging act 1999, which is in effect from 15th May 1999.   |
| R 15.7                              | If any statement/information supplied by the student in connection with his/her admission is found to be false/ incorrect at any time, his/ her admission shall be cancelled and he/she shall be expelled from the Institute and fees paid shall be forfeited.  |

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| R 15.8   | Student once admitted in the Institute has to follow dress code, if any, as well as other instructions issued by the administration from time to time, failing which disciplinary action shall be initiated against such student.   |
| R 15.9   | If a student is found guilty of overall misconduct during his/her stay in the Institute, he/she will be punished as per the recommendations of the Dean, Student Affairs. The maximum punishment may be expulsion from the Institute.   |
| R 15.10  | If a student is found guilty of malpractice in examination he/she will be punished as per the recommendations of the COE in consultation with EXC.  |
| <b>R 16. Attendance, Absence, Leave Rules and Dismissals</b> |   |
| R 16.1   | All the students are expected to be present in every lecture, tutorial, practical, NCC / NSS / CSP /Games & Sports / Yoga scheduled for them. Attendance will be closely monitored during a semester as per the guidelines.   |
| R 16.2   | If a student is continuously absent from the classes for more than four weeks without informing the Course Coordinator, the Coordinator shall immediately bring it to the notice of Programme Coordinator/ the Head of the concerned department as the case may be and they in turn will inform the same to the Office of Dean Academic.  |
| R 16.3   | The names of the students who have remained absent, for more than 25% of the actual classes held in a course will be intimated by the Course Coordinator himself on the last teaching day of each month of the respective semester, to the students in the class with written intimation to the HOD / Programme Coordinator, who will arrange to consolidate the list for all such students for all the courses and display it on the notice board of the department with an intimation to Dean Academics.  |
| R 16.4   | A student must have an overall 75 % attendance of the total number of classes including lectures/ tutorials and practicals.<br><br>Student is not permitted to appear for the end semester examination if the shortfall of attendance exists. He/ She shall be awarded `Z' grade in that semester. This grade shall appear in the grade card till the successful completion of course requirements in that semester. The decision in this regard taken by the Academic Council will be final.   |
| R 16.5   | Condonation of Attendance: Condonation of attendance can only be considered in case the overall attendance of the student is minimum 60%. A deficiency of overall attendance to the extent of 15% may be condoned by the Principal on the recommendation of Head of the Department/ Programme Coordinator on being satisfied that the same deficiency in attendance was due to circumstances beyond the control of the student. For availing such condonation, a student will have to apply to the Head of concerned department along with requisite documents. However the decision in this matter will be finally taken by the Principal. (Modified regulation as approved by Academic Council in its meeting dated 25th April 2015). |

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| R 16.6  | In case the overall attendance is below 60 %, his/her attendance in individual courses shall be considered. If in any course his/her attendance is minimum 60%, he/she shall be eligible to appear in end semester examination of that course.   |
| R 16.7  | However the decision in this matter will be finally taken by the Principal. (Modified regulation as approved by Academic Council in its meeting dated 25th April 2015). Student who is not permitted to appear for the end semester examinations due to shortfall in attendance in a course shall be awarded 'Z' grade in that course. This grade shall appear on the Grade Card till the successful completion of course requirements in that course. |
| <b>R 17. Withdrawals</b>  |  |
| R 17.1  | A student who wants to withdraw from a semester shall apply through the HOD to the Principal, on a prescribed form within one week from the end of the Test I Examination and it will be recorded in the registration record of the student. The student will be awarded a withdrawal grade 'W' at the end of the semester.  |
| R 17.2  | In case a student is unable to attend classes for more than four weeks in a semester, he/she may apply to the Principal through HOD for withdrawal from the semester.<br><br>However, such application shall be made as early as possible and latest before the start of the End Semester Examination.   |
| R 17.3  | In case the period of absence on medical grounds is more than fourteen working days during the semester, a student may apply for withdrawal from the semester, if he/she so desires. But such an application must be made to the Principal through HOD, as early as possible and latest before the beginning of End Semester Examination.  |
| R 17.4  | The maximum duration for completion of a MBA (Integrated) programme will be Ten Years. Otherwise the student may be declared as not fit for management education on the recommendations of Academic Council.   |
| <b>R 18. Examination Scheme</b>   |  |
| In a semester a student shall be evaluated for his/her academic performance in a theory (Lecture /Tutorial) course through continuous evaluation and one End Semester Examination. All the examinations shall be conducted as per the syllabi prescribed by the respective BOS and approved by the Academic Council |  |



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| R .18.1 | <p>a) Three test examinations covering 15% evaluation each will be conducted as per schedule in the Academic Calendar. The best two scores, amongst the three tests shall be considered. Test examination will be normally of one-hour duration. The duration of examination may vary as per the need of the theory course. Valued answer books shall be shown to the students within six working days after the last day of the theory examination. Grievances, if any, shall be addressed by the HOD on application of the students within next two days.</p> <p>b) Teachers' assessment of students' performance covering 10% evaluation shall be done on the basis of any two heads such as home assignments, tutorials, open book tests, seminars, group discussions, projects, quizzes etc. The course coordinator shall declare the two heads chosen for each course, within the date prescribed by the Dean Academics.</p> <p>c) End Semester Examination shall be conducted as per schedule in academic calendar. End semester examinations will be of three-hour duration. The duration of examination may vary as per the need of the theory course. Valued answer books shall be shown to the students within six working days after the last day of the theory examination. Grievances, if any, shall be addressed by the HOD on application of the students within next two days. Correction in marks, if any, should be communicated to the office of COE in the format prescribed within ten working days after the day of examination.</p> |
| R 18.2  | A student who skips teachers' assessment or a part thereof shall be awarded zero marks under the respective head.   |
| R 18.3  | A student who remains absent for End Semester examination, shall be awarded zero marks in end semester examination. If a student is eligible for 'FF' or 'I' grade shall be allowed to appear for the make-up examination. The make-up examination shall be conducted within one month from the declaration of results of the end semester examination. Make up examination shall be for end semester examination of that academic year only.   |
| R 18.4  | The project seminar shall be evaluated through the quality of work carried out, the report submission and presentation/s as per the guidelines prescribed by the department from time to time.  |
| R 18.5  | Industry Application Project work shall be evaluated by mid-term seminar/s, the quality of work carried out, project report submission and the viva-voce examination as per the guidelines prescribed by the department from time to time   |
| R 18.6  | Not with standing contained in above, any specific norms in respect of examination, criterion of passing, results, valuation, grading, discipline, award of degree, attendance will be prepared by the respective departmental faculty board, approved by BOS and Academic Council, if required.  |
| R 18.7  | An examinee securing failure grade in any course of an examination of MBA (Integrated) programme shall have an option to forego his/her continuous assessment marks in a course or courses. In such cases he/she shall be examined for a total marks  |

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|                                 | <p>comprising theory/practical end semester examination and continuous assessment together, at his/her successive attempt at the examination Such an option can be availed by the examinee in makeup examination incase he/she is appearing for the makeup examination as ex-student for that particular course. The Option of forego cannot be availed by examinee in makeup examination incase he/she is appearing for the makeup examination as regular student for that particular course.</p> <p>To avail this, the examinee would indicate the same in his or her 'Application for the examination' and the option once exercised, shall be 'Final and Binding' on the examinee concerned for all the subsequent examinations in that course.</p> <p>For the examinee opting for forego, his/her marks in continuous assessment shall be ascertained proportionately on the basis of his/her marks in the end semester examination of that course.</p> <p>a. For example, in case of a theory course wherein out of a total of 100 marks, 60 marks and 40 marks are allotted to end semester examination and continuous assessment respectively, the proportion would be 1.5:1 i.e. for every 1.5 marks scored in end semester examination, 1 mark would be assigned to continuous assessment.</p> <p>An examinee can opt for forego of his/her marks in continuous assessment of a practical course only after submission of 'Term work completion' certificate issued by the concerned head of the department along with the 'Application for the examination'.</p> |
| <b>R 19. The Grading System</b> |   |
| R 19.1                          | For every course taken by a student he/she is assigned a grade based on his/her combined performance in all components of evaluation scheme of a course/practical. The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a grade point.   |
| R 19.2                          | <b>The academic performance of a student shall be graded on a ten-point scale following guidelines Table 2.</b>   |
| R 19.3                          | <p><b>For MBA (Integrated)</b></p> <p>1) For first 3 years<br/>The letter Grades (up to 'CD' only in theory courses) awarded to a student in all the credit courses shall be converted into a SGPA and CGPA, to be calculated as given in R 28.</p> <p>2) For 4th and 5th year<br/>The letter Grades (up to 'CC' only) awarded to a student in all the courses shall be converted into a SGPA and CGPA, to be calculated as given in R 28.</p>  |

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| R .19.4                                 | For computation of Standard Relative Grades, for the evaluation of the academic performance of an examinee in a course, in Makeup Examination, the Mean and the Standard Deviation would be the same as the Mean and Standard Deviation in the End Semester Examination for which the Makeup Examination was conducted.   |
| R .19.5                                 | A student passing a course in Makeup examination shall be treated as having cleared the course in First Attempt.  |
| R .19.6                                 | In case the ex-student appears for examination of the course along with regular students appearing in that course then the cut-off marks of the regular examination shall be applicable.<br><br>In all other cases the cut-off marks of the previous regular examination shall be applicable.   |
| <b>R 20. Grade Moderation Committee</b> |   |
| R .20.1                                 | The Grade Moderation Committee for the programmes except those for the first year shall be appointed semester wise by the Chairman, BOS. This committee shall be responsible for adherence to the guidelines for the award of grades and shall include all the concerned Course Coordinators. The Chairman, Grade Moderation Committee shall be responsible for the display of grades in the department and for forwarding the final grades to the COE. |
| R .20.2                                 | The Grade Moderation Committee shall consist of all the Course Coordinators of the courses offered, with the Head of the Department/Programme Coordinator as the Chairman. The Chairman, Grade Moderation Committee shall be responsible for the display of grades and for forwarding the final grades to the COE.  |
| <b>R 21. Award of Degree</b>            |   |
| R .21.1                                 | The Degree shall be awarded by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur along with the name of College, on recommendations of the Academic Council / Board.   |
| R .21.2                                 | The Programme shall provide a degree of Master of Business Administration (Integrated)  |

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| <b>R 22. Grade Card</b>                                       |  |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |
| R 22.1  | The grade card shall be issued at the end of the semester to each student and will contain the following :<br>a) The credits for each course registered for that semester.<br>b) The grade points and letter grades obtained in each course.<br>c) The total number of credits earned by the student up to the end of that semester in each of the course.<br>d) The SGPA and the CGPA.  |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |
| R 22.2  | Grade card will not indicate class or division or rank.  |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |
| R 22.3  | Wherever required the conversion of CGPA to percentage of marks will be done using following table.<br><table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>CGPA</td> <td>4.0</td> <td>5.0</td> <td>6.0</td> <td>7.0</td> <td>8.0</td> <td>9.0</td> <td>10.0</td> </tr> <tr> <td>Percentage</td> <td>40</td> <td>50</td> <td>60</td> <td>70</td> <td>80</td> <td>90</td> <td>100</td> </tr> </table> <p>The intermittent percentages should be calculated based upon the extrapolation of the values in the table.</p>   | CGPA | 4.0 | 5.0 | 6.0 | 7.0 | 8.0  | 9.0 | 10.0 | Percentage | 40 | 50 | 60 | 70 | 80 | 90 | 100 |
| CGPA  | 4.0  | 5.0  | 6.0 | 7.0 | 8.0 | 9.0 | 10.0 |     |      |            |    |    |    |    |    |    |     |
| Percentage  | 40   | 50   | 60  | 70  | 80  | 90  | 100  |     |      |            |    |    |    |    |    |    |     |
| <b>R 23. Minimum Requirements for the Award of the Degree</b> |  |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |
| R 23.1  | The student should have taken and passed all the prescribed courses including seminar and projects under the general institutional and departmental requirements.  |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |
| R 23.2  | <b>For MBA (Integrated)</b><br><br><b>1) From I to VI Semester</b><br><br>The credits for the courses in which a student has obtained 'CD' grade or higher shall be counted as credits earned by him/her. The grades awarded for successful and unsuccessful completion shall be 'Satisfactory' and 'Unsatisfactory' respectively. The grades shall be denoted by 'SF' and 'USF' respectively. The student should also have 'Satisfactory' grade in all the audit courses otherwise he/she will have to repeat the audit course provided that a student should have no case of indiscipline pending against him/her.<br><br><b>2) From VII to X Semester</b><br><br>The credits for the courses in which a student has obtained 'CC' grade or higher shall be counted as credits earned by him/her. The grades awarded for successful and unsuccessful completion shall be 'Satisfactory' and 'Unsatisfactory' respectively. The grades shall be denoted by 'SF' and 'USF' respectively. The student should also have 'Satisfactory' grade in all the audit courses otherwise he/she will have to repeat the audit course provided that a student should have no case of indiscipline pending against him/her. |      |     |     |     |     |      |     |      |            |    |    |    |    |    |    |     |

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| <b>R 24. Extension of Maximum Period for Completion of a programme</b> |   |
| R 24.1   | The maximum duration for any programme may be extended by at the most one semester for genuine cases and unavoidable circumstances as verified by the BOS and approved by Academic Council and the Board. Genuine cases on confirmation of valid reasons may be subjected to the said procedure. The decision of the administrative bodies will be final.   |
| <b>R 25. Award of Medals/ Scholarships</b>                             |   |
| R 25.1   | Awards available under excellent performances in sports, cultural, extra-curricular, debate, etc. shall be given to the students as per prevailing norms.   |
| R 25.2   | The award of scholarships/freeships and other benefits will be in accordance with rules framed by the Government of Maharashtra and Govt. of India.   |
| R 25.3   | The award of merit scholarships/Medals, if any, to the students will be governed by the regulations framed by the Board/ Academic Council from time to time.  |
| R 25.4   | Students clearing all courses offered in a programme in regular examination in first attempt shall be considered for the award of merit/ medal.   |
| R 25.5   | In case, a student has cleared any course offered in a programme in Makeup examination he/ she shall not considered for the award of merit/ medal.  |
| <b>R 26. Interpretation of Regulations</b>                             |   |
| R 26.1   | In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.   |
| <b>R 27. Academic Calendar</b>   |   |
| R 27.1   | The academic calendar will be designed, updated and followed up by Dean Academics from time to time. The academic activities of the Institute are regulated by Academic Calendar approved by the Principal on the recommendation of Dean Academic from time to time and made available to the students / Faculty members and all other concerned in printed and electronics form. It is mandatory for students / Faculty to strictly adhere to the academic calendar for completion of academic activities until and unless permitted by the competent authorities. |
| <b>R 28. Calculation of SGPA and CGPA</b>                              |   |
| R 28.1   | (i) Calculation of Semester Grade Point Average (SGPA) The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester. The Grades as specified in R 29.1 will be used for calculating the CGPA and SGPA.   |

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|   | $SGPA = \frac{\sum_{i=1}^n C_i P_i + C_a P_a}{C_i}$ <p>Where,</p> <p><math>C_i</math> = The number of credits offered in the ith course of a semester for which SGPA is to be calculated</p> <p><math>P_i</math> = Grade Point earned in the ith course</p> <p><math>i = 1, 2, \dots, n</math> represent the number of courses in which a student is registered in the concerned semester</p> <p><math>C_a = 1</math>; Incentive credit per activity</p> <p><math>P_a</math> = Grade point for participating in activities NCC/NSS/Games &amp; sports/Cultural Activities/ACEES.</p> <p>SGPA is rounded up to two decimal places and SGPA shall not exceed 10.</p> <p>(ii) Calculation of Cumulative Grade Point Average (CGPA)</p> <p>Up-to-date assessment of the overall performance of a student from the time of his first registration is obtained by calculating a number called CGPA, which is weighted average of the grade points obtained in all the courses registered by the student since he entered the Institute.</p> $CGPA = \frac{\sum_{j=1}^m C_j P_j + \sum_{l=0}^k C_{al} P_{al}}{C_j}$ <p>Where,</p> <p><math>C_j</math> = The number of credits offered in the jth course up to the semester for which CGPA is to be calculated</p> <p><math>P_j</math> = Grade point earned in the jth course.</p> <p><math>j = 1, 2, \dots, m</math> represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated</p> <p><math>C_{al}</math> = ; Incentive credit in semester</p> <p><math>P_{al}</math> = Grade point for participating in activities NCC/NSS/Games &amp; Sports/Cultural Activities/ACEES in the semester.</p> <p><math>l</math> = number of semester of participation</p> <p>CGPA is rounded up to two decimal places and shall not exceed 10.</p> |
| <b>R 29. Guidelines for Award of Grades</b> |  |
|   | <p>Following are the general guidelines for the award of grades:</p> <p>(i) In general standard relative grading system will be followed.</p> <p>(ii) In case of subject if the number of students offering a given elective is less than 30, the grades will be awarded as per absolute grading system.</p> <p>(iii) For each student, evaluation in different components of a course shall be done in absolute marks considering the weightage in the scheme.</p> <p>(iv) The marks of various components shall be added to get total marks secured on a 100-points scale. The rounding off shall be done on the higher side.</p> <p>(v) The provisional grades shall be awarded by the Examination Committee. The grades shall be finalized within fifteen working days after the End Semester Examination.</p> <p>(vi) If required, the grades so awarded shall be moderated by a Grade Moderation committee within next three working days. This committee will finalize the</p>  |

grades and display a copy of the grades awarded on the Notice board of the Department. All the final grades shall be communicated to the Controller of Examinations within three working days from the date of display of grades.  
 The procedures for evaluation and award of grades for project, training, seminar and group discussion shall be decided by the respective DFB.  
 (vii) In case of audit courses the students would be awarded grades as follows  
 i. Satisfactory ii. Unsatisfactory  
 The grades shall be awarded by the course coordinators and communicated to the controller of examinations. The course coordinator shall decide and declare the mode of evaluation for the audit courses within the date prescribed by the Dean Academics.

**R 29.1 Standard Relative Grading System**

Computation of Standard Relative Grades  
 The Mean and Standard Deviation would be calculated for the course based upon the marks obtained by the students in that course

Formula for Mean ( $\bar{x}$ ) 
$$\bar{x} = \frac{\sum_{i=1}^n x_i}{n}$$

Formula for standard Deviation (S) 
$$s = \sqrt{\frac{\sum_{i=1}^n (x_i - \bar{x})^2}{n-1}}$$

For MBA (Integrated) programme having 30 or more students from I to VI Semester

| Grades | Grade Points | Range for Grade Calculation |
|--------|--------------|-----------------------------|
| AA     | 10           | $\bar{x} + 1.5 s$           |
| AB     | 9            | < AA and $\bar{x} + 1.0 s$  |
| BB     | 8            | < AB and $\bar{x} + 0.25 s$ |
| BC     | 7            | < BB and $\bar{x} - 0.5 s$  |
| CC     | 6            | < BC and $\bar{x} - 1.0 s$  |
| CD     | 5            | < CC and $\bar{x} - 1.5 s$  |
| FF     | 0            | < $\bar{x} - 1.5 s$         |

For MBA (Integrated) programme having 30 or more students from VII to X Semester

| Grades | Grade Points | Range for Grade Calculation |
|--------|--------------|-----------------------------|
| AA     | 10           | $\bar{x} + 1.5 s$           |
| AB     | 9            | < AA and $\bar{x} + 1.0 s$  |
| BB     | 8            | < AB and $\bar{x} + 0.25 s$ |
| BC     | 7            | < BB and $\bar{x} - 0.5 s$  |
| CC     | 6            | < BC and $\bar{x} - 1.0 s$  |
| FF     | 0            | < $\bar{x} - 1.0 s$         |

**R 30. Guidelines for Project Evaluation**

**1) For 3rd Year**

- Every student has to undertake a project of professional interest. The project may be related to study and analysis related to the working in the business organizations in the area of Operation Management, Financial Management, Marketing Management, Human Resource Management and other Management related areas.  
 The final project report should be submitted by the prescribed date. The final project report and the work should be presented, which will be assessed by the examiner at the End Semester Examination. The project assessment will be carried out by internal and external examiners. The 50% weightage will be assigned to internal assessment done by Project Guide. The remaining 50% weight age will be assigned to external assessment done by external examiner.

- Internal Assessment 50%**

The internal assessment will be carried out by Project Guide based on student's demonstration of research work and project report.

- External Assessment 50%**

The external assessment will be done by external examiner for 50% weight age based on project work presentation and oral examination.

- Submission of the project cannot be postponed beyond the date specified in the calendar. If the project cannot be completed due to valid reasons, the course can be dropped in consultation with the project co-coordinator and the guide on or before the last date for dropping of courses. Re-registration for the same is required in the following semester in which it should be completed.

- Student who does not submit the project report for assessment by the due date due to unavoidable circumstances beyond his control, will be temporarily awarded 'I' grade at the time of finalization of grades. The 'I' grade will be converted to a performance grade when he/she submits the report and undergo the oral examination as per syllabi notified by project coordinator in consultation with HOD. In case of non-compliance of these provisions, 'I' grade shall automatically be converted into 'FF' grade.

**2) For 5th Year**

- Every student has to undertake a project of professional interest. The project has to be related to the area of specializations the student has opted in Semester VIII. The project may be related to study and analysis related to the working in the business organizations in the area of Operation Management, Financial Management, Marketing Management, Human Resource Management and other Management related areas. The student is expected to apply appropriate research tools to analyze the data to draw meaningful conclusions and suggestion.

- The final project report should be submitted by the prescribed date. A panel of examiners will evaluate the report and project defense seminar and viva-voce which will be conducted after the End Semester Examination. The project assessment will be carried out by internal and external examiners. The 50% weightage will be assigned to internal assessment done by Project Guide. The

remaining 50% weightage will be assigned to external assessment done by external examiner.

- Internal Assessment 50%  
The internal assessment will be carried out by Project Guide based on student's demonstration of initiative, interest, efforts, regularity, research work, data collection, data analysis, statistical tools used and result obtained.
- External Assessment 50%  
The external assessment will be done by external examiner for 50% weightage based on project work presentation, defense seminar and oral examination.
- Submission of the project cannot be postponed beyond the date specified in the calendar. If the project could not be completed due to valid reasons, the course can be dropped in consultation with the Head of the Department and the guide on or before the last date for dropping of courses. Re-registration for the same is required in the following semester in which it should be completed. Student who does not submit the project report for assessment by the due date due to unavoidable circumstances beyond his control, will be temporarily awarded "I" grade at the time of finalization of grades. The "I" grade will be converted to a performance grade when he/she submits the report and undergo as the oral examination as per syllabi, notified by project coordinator in consultation with Head of the Department. In case of non-compliance of these provisions, "I" grade shall automatically be converted into "FF" grade

**R 31. Award of Grade Based on Absolute Marks System (Equivalence of university scheme)**

R 31.1 The award of grades based on absolute marks out of 100 shall be made as follows for transfer of marks of university scheme to the Grades. Grade points will be computed as earlier.

| Percentage of Marks | Grade |
|---------------------|-------|
| 90 %                | AA    |
| 80-89 %             | AB    |
| 70-79 %             | BB    |
| 60-69 %             | BC    |
| 50-59 %             | CC    |
| 40-49 %             | CD    |
| Less than 40 %      | FF    |

R.31.2.1 The award of grades based on absolute marking system and elective courses offered for first 3 years of MBA (Integrated) students for which less than 30 number of students are enrolled shall be made as follows:

| Percentage of Marks | Grade | Grade Points |
|---------------------|-------|--------------|
| 90 %                | AA    | 10           |
| 80-89 %             | AB    | 9            |
| 70-79 %             | BB    | 8            |
| 60-69 %             | BC    | 7            |
| 50-59 %             | CC    | 6            |
| 40-49 %             | CD    | 5            |
| Less than 40 %      | FF    | 0            |

R.31.2.2 The award of grades based on absolute marking system and elective courses offered for 4th and 5th year of MBA (Integrated) students for which less than 30 number of students are enrolled shall be made as follows:

| Percentage of Marks | Grade | Grade Points |
|---------------------|-------|--------------|
| > 85 %              | AA    | 10           |
| 76-85 %             | AB    | 9            |
| 66-75 %             | BB    | 8            |
| 56-65 %             | BC    | 7            |
| 50-55 %             | CC    | 6            |
| < 50 %              | FF    | 0            |

**R 32. Indication of attention grade card**

The following Characters will be displayed in the Grade Card to indicate the attempts. The Degree will not have any such indication. Single Grade Card will be provided for the regular and makeup examinations. The Grade Cards of successive attempts will be separately provided. However a single Grade Card for a semester may be provided after all the subjects of that semester are passed in more than one attempt. But it will be marked 'N' as already said. The student will have to separately apply to the Controller of Examination for the single semester Grade Card with copies of all the intermediate semester Grade Card along with a fees decided by the Finance Committee.

- M - With Makeup Examination
- N - Not in the First Attempt
- IG – Improvement Grade

**R 33. Improvement of Grade/CGPA while undertaking a Programme**

- Student shall be permitted to improve their grade under the following conditions.
1. The examination for improvement of grades shall hereafter be termed as 'Improvement Examination'.
  2. A candidate admitted to the institute prior to the commencement of this ordinance, shall also be allowed to avail provisions as per this ordinance.
  3. The facility for improvement of grades will be available to the students having CGPA below 6.00
  4. The improvement is possible only in theory papers. No improvement is permissible in practicals/lab courses, projects, workshops and assignments.
  5. The improvement examination shall be conducted along with the Makeup Examination.
  6. The Improvement Examination can be undertaken only for the courses in which a candidate had appeared as a regular student in the end term examination for which the Makeup is being conducted.
  7. Additional examination fees will be paid by the student for appearing in the

|  | <p>examination for improvement in the grade. The fee payable shall be as prescribed by the Finance Committee.</p> <p>8. After the improvement examination result of the course taken for improvement of grade, better of the two grades, that is grade already awarded and the grade secured in the improvement examination will be considered.</p> <p>9. A candidate who has reappeared for the above examinations under the provision of this ordinance and fails to improve his/her grade, his/her performance at such reappearance shall be ignored.</p> <p>10. Student having undertaken Improvement Examination will not be eligible for the award of any medal/merit position.</p> <p>11. The student shall be issued a fresh replacement grade card indicating the new grade with a mark which shall be explained as 'Improved Grade' only if he/she has improved the grades.</p> <p>12. For calculation of standard relative grade for evaluation of the academic performance of an examinee in a course in improvement examination, the mean and standard deviation of that course in the regular examination shall be applicable.</p> |  |        |        |      |   |                       |  |     |
|--|--|--|--------|--------|------|---|-----------------------|--|-----|
| <b>R 34. Emergent Cases</b>                |  |  |        |        |      |   |                       |  |     |
| R 34.1                                     | Notwithstanding anything contained in the above regulations, the Chairman of the Academic Council may, in emergent situations, take action on behalf of the Academic Council as he thinks necessary and shall at the earliest opportunity, report it in the next meeting of the Academic Council.  |  |        |        |      |   |                       |  |     |
| <b>R 35. Interpretation of Regulations</b> |  |  |        |        |      |   |                       |  |     |
| R 35.1                                     | In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.  |  |        |        |      |   |                       |  |     |
| <b>R 36. Power to Modify</b>               |  |  |        |        |      |   |                       |  |     |
| R.36.1                                     | Notwithstanding all that has been stated above, the Board has the right to modify any of the above regulations from time to time.  |  |        |        |      |   |                       |  |     |
|  | <p><b>Table-1: Programme Leading To Master Degree</b></p> <table border="1"> <thead> <tr> <th>S.N.</th> <th>Branch</th> <th>Degree</th> <th>Code</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Management Technology</td> <td>Master's of Business Administration (Integrated)</td> <td>MBI</td> </tr> </tbody> </table>   | S.N.   | Branch | Degree | Code | 1 | Management Technology | Master's of Business Administration (Integrated) | MBI |
| S.N.                                       | Branch   | Degree   | Code   |        |      |   |                       |  |     |
| 1  | Management Technology  | Master's of Business Administration (Integrated) | MBI    |        |      |   |                       |  |     |

**Table 2.1: Structure of Grading of Academic Performance from I to VI Semester**

| Academic Performance                 | Grades | Grade Points                                      |
|--------------------------------------|--------|---|
| Outstanding                          | AA     | 10  |
| Excellent                            | AB     | 9   |
| Very Good                            | BB     | 8   |
| Good                                 | BC     | 7   |
| Satisfactory                         | CC     | 6   |
| Average                              | CD     | 5   |
| Poor                                 | FF     | 0   |
| Incomplete                           | I      | Subsequently to be changed into the grade earned. |
| Withdrawal                           | W      | -   |
| Non completion of course requirement | Z      | -   |
| Extension (in projects only)         | X      | -   |

**Table 2.2 : Structure of Relative Grading of Academic Performance from VII to X Semester**

| Academic Performance                 | Grades | Grade Points                                      |
|--------------------------------------|--------|---|
| Outstanding                          | AA     | 10  |
| Excellent                            | AB     | 9   |
| Very Good                            | BB     | 8   |
| Good                                 | BC     | 7   |
| Average                              | CC     | 6   |
| Poor                                 | FF     | 0   |
| Incomplete                           | I      | Subsequently to be changed into the grade earned. |
| Withdrawal                           | W      | -   |
| Non completion of course requirement | Z      | -   |
| Extension (in projects only)         | X      | -   |

**Explanation:**

**'FF' Grade**

The 'FF' grade denotes poor performance amounting to failure.

A student has to repeat all courses in which he/ she obtains 'FF' grade, till a passing grade is obtained within the prescribed duration.

For the elective courses in which 'FF' grade has been obtained, the student may take the same course or any other course from the same elective group. If the course is not offered / available in the current semester he will have to take it whenever it is offered by the department and then appear for the examination.

**'I' Grade**

This grade indicates an 'Incomplete' course requirement due to absence in End Semester Examination. The grade is required to be converted into a regular letter grade as per the regulations.

**'W' Grade**

This refers to withdrawal from the course as per the regulations.

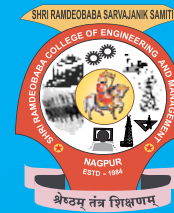
**'X' Grade**

This grade is awarded for incomplete Project work and will be converted to a regular grade on the completion of the Project work and its evaluation.

**'Z' Grade**

This grade stands for non-completion of course requirement.





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