



**Ordinance No. 24 of 2017.**

**EXAMINATIONS LEADING TO THE OF TWO YEARS POST GRADUATE DEGREE (MASTER OF BUSINESS ADMINISTRATION) IN THE FACULTY OF COMMERCE, SEMESTER PATTERN & CREDIT GRADE SYSTEM, ORDINANCE, 2017.**

**Whereas**, it is expedient to provide an Ordinance in respect of Examinations leading to the two years Post Graduate Degree (Master of Business Administration) in the Faculty of Commerce, Semester Pattern and Credit Grade System, for the purposes hereinafter appearing, the Management council is hereby pleased to make the following ordinance :-

1. This ordinance may be called 'Examinations leading to the two years Post Graduate Degree ( Master of Business Administration) in the Faculty of Commerce, Semester Pattern and Credit Grade System, Ordinance, 2017.
2. This Ordinance shall come in to force with effect from the date of its making by the Management Council.
3. The duration of M.B.A. course shall be of Two years consisting Semester-I & II in first year and Semester-III & IV in second year.
4. Subject to his compliance with the provisions of this ordinance and of other ordinances in force from time to time, an applicant for admission to this course shall have passed degree examination of Gondwana University, Gadchiroli or any other equivalent examination of recognized University thereto with 50% aggregate marks for open category and 45% aggregate marks for Backward Class candidates or as notified by the state Government from time to time. Provided that Students admitted through Common Management Aptitude Test (CMAT) conducted by All India Council for Technical Education or through Central Entrance Test (CET) conducted by Directorate of Technical Education or any other entrance examination conducted by competent authority approved by the Directorate of Technical Education and fulfilling the eligibility conditions prescribed by the Gondwana University shall only be admitted to this Course.
5. The Examinations for Semesters I, II, III and IV shall be held twice a year at such places and on such dates as may be fixed by the University.
6. The fees for examination shall be as prescribed by the Gondwana University Gadchiroli from time to time.
7. Applicant for the examination prosecuting a regular course of study leading to the Master Degree in Business Administration shall not be permitted to join any other course in this University or any other University simultaneously.
8. **Credit based System of evaluation:**
  - a. The M.B.A. programme shall consist of **Thirty Courses** (Papers or Subjects in old terminology) and a project in any of the specialization area opted by the student.
  - b. The courses are segregated in two groups viz. Hard core or Compulsory courses (Comprising of basic subjects of Business Management) and Specialization (Subjects oriented towards Competency building in various functional areas of Business Management).
  - c. The student shall have a choice to select the specializations courses from the list according to his/ her area of interest.
  - D Two Specializations are to be selected from the Groups of

specializations.

Select Any Two specializations from Group 1 OR One specialization

from each Group

Group 1	Marketing Management	Specialization-I/ Specialization-II
	Financial Management	Specialization-I/ Specialization-II
	Human Resource Management	Specialization-I/ Specialization-II
Group 2	Information Technology Management	Specialization-II
	HealthCare Management	Specialization-II
	International Business Management	Specialization-II
	Operations Management	Specialization-II
	Banking & Financial Services Mgmt.	Specialization-II
	Agri Business Management	Specialization-II
	Power Management	Specialization-II

**Note:** The affiliated Management Institutes / Colleges/ Department shall declare the Specialisation it is offering before the commencement of admission process of Semester -I in their Information Brochure and web-site and communicate the same to the University well in advance. The Institute will offer the Specialisation proposed only if minimum **FIVE** students opt for the same

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e. **Courses offered, contact hours, credits attached and allocation of marks shall be as follows:**

**Semester-I**

Course Code		Internal / University Examination	Instruction Hours	Tutorial Hours	Total Hours	Marks			Credits
						Semester End Exam.	Internal Assessment	Total	
C11	Principles of Management	Uni.	30	10	40	70	30	100	4
C12	Managerial Economics	Uni.	30	10	40	70	30	100	4
C13	Foundation of Marketing & Sales Management	Uni.	30	10	40	70	30	100	4
C14	Foundation course in Human Resource Management	Uni.	30	10	40	70	30	100	4
C15	Financial Accounting	Uni.	25	15	40	70	30	100	4
C16	Quantitative Techniques	Uni.	25	15	40	70	30	100	4
C17	Business Legislation	Uni.	30	10	40	70	30	100	4
C18	Computers for Managers	Uni.	30	10	40	70	30	100	4
<b>Total</b>			<b>230</b>	<b>90</b>	<b>320</b>	<b>560</b>	<b>240</b>	<b>800</b>	<b>32</b>

**Semester-II**

Course Code		Internal / University Examination	Instruction Hours	Tutorial Hours	Total Hours	Marks			Credits
						Semester End Exam.	Internal Assessment	Total	
C21	Organizational Behavior & Development	Uni.	30	10	40	70	30	100	4
C22	Environment Management	Uni.	30	10	40	70	30	100	4
C23	Cost & Management Accounting	Uni.	25	15	40	70	30	100	4
C24	Entrepreneurial Development	Uni.	30	10	40	70	30	100	4
C25	Business Research	Uni.	30	10	40	70	30	100	4
C26	Financial Management	Uni.	25	15	40	70	30	100	4
C27	Strategic Management	Uni.	30	10	40	70	30	100	4
C28	Technology & R & D Management	Uni.	30	10	40	70	30	100	4
<b>Total</b>			<b>230</b>	<b>90</b>	<b>320</b>	<b>560</b>	<b>240</b>	<b>800</b>	<b>32</b>

**Semester-III**

Course Code		Internal / University Examination	Instruction Hours	Tutorial Hours	Total Hours	Marks			Credits
						Semester End Exam.	Internal Assessment	Total	
C31	Applied Operation Research	Uni.	25	15	40	70	30	100	4
C32	Business Ethics & Corporate	Uni.	30	10	40	70	30	100	4
C33	Project Management & Quality Management	Uni.	30	10	40	70	30	100	4
C34	Public System Management	Uni.	30	10	40	70	30	100	4
SP-I-1	Specialization –I-1	Uni.	30	10	40	70	30	100	5
SP-I-2	Specialization –I-2	Uni.	30	10	40	70	30	100	5
SP-II-1	Specialization –II-1	Uni.	30	10	40	70	30	100	5
SP-II-2	Specialization –II-2	Uni.	30	10	40	70	30	100	5
<b>Total</b>			<b>235</b>	<b>85</b>	<b>320</b>	<b>560</b>	<b>240</b>	<b>800</b>	<b>36</b>

**Semester-IV**

Course Code		Internal / University Examination	Instruction Hours	Tutorial Hours	Total Hours	Marks			Credits
						Semester End Exam.	Internal Assessment	Total	
SP-I-3	Specialization –I-3	Uni.	30	10	40	70	30	100	5
SP-I-4	Specialization –I-4	Uni.	30	10	40	70	30	100	5
SP-I-5	Specialization –I-5	Uni.	30	10	40	70	30	100	5
SP-II-3	Specialization –II-3	Uni.	30	10	40	70	30	100	5
SP-II-4	Specialization –II-4	Uni.	30	10	40	70	30	100	5
SP-II-5	Specialization –II-5	Uni.	30	10	40	70	30	100	5
PR	Project	Uni.					200	200	10
<b>Total</b>			<b>180</b>	<b>60</b>	<b>240</b>	<b>420</b>	<b>380</b>	<b>800</b>	<b>40</b>

**Summary of the Total Marks and Credits**

Sr. No.		Instruction Hours	Tutorial Hours	Total Hours	Marks			Credits
					Semester End Exam.	Internal Assessment	Total	
1	Semester - I	230	90	320	560	240	800	32
2	Semester – II	230	90	320	560	240	800	32
3	Semester – III	235	85	320	560	240	800	36
4	Semester - IV	180	60	240	420	380	800	40
<b>Total</b>		<b>875</b>	<b>325</b>	<b>1200</b>	<b>2100</b>	<b>1100</b>	<b>3200</b>	<b>140</b>

f. The Semester End written examination of all the subjects & specialization courses shall be conducted by the University.

g. The performance of the learners will be evaluated in two Components, One component will be the continuous assessment by the institute (Internal assessment) carrying 30% marks and the second component will be the Semester wise End Examination carrying 70% marks. The allocation of marks for the Internal Assessment and Semester End Examination will be as shown below:

1a	Two periodical class tests/ case study to be conducted in the given semester	15 marks
1b	An assignment based on curriculum to be assessed by the teacher concerned	05 marks
1c	Active participation in routine class instructional deliveries	05 marks
1d	Overall conduct as a responsible learner, mannerism and articulation and exhibition of leadership qualities in organizing related academic actives	05 marks
<b>1</b>	<b>Internal assessment Total marks</b>	<b>30</b>
<b>2</b>	<b>Semester wise End Examination marks</b>	<b>70</b>
<b>Total marks per course</b>		<b>100</b>

- Marks for internal assessment awarded, on the basis of tests, assignment etc. as determined by the teacher in the respective subject and moderated by the Director, shall be notified on the college notice board for information of the students and it shall be communicated to the University 5 days before the commencement of the End Semester examinations.
- The college shall preserve the answer sheets and assignments submitted by the students for at least one academic year, while the summery of the internal marks to be preserved as a permanent record.
- An unsuccessful examinee at any Internal shall be eligible for re-examination on payment of a fresh Examination fee prescribed by the University.

**h. Summer Training:** At the end of second semester, all students will have to undergo summer training of 8-10weeks with an industrial, business or service organization by taking a project study. The condition of successfully completing the programme shall not be deemed to have been satisfied unless a student undergoes summer training under the supervision of the department in organizations as approved by the Director/ Principal/ Head / Faculty from time to time. Alternatively Director/ Principal/ Head / Faculty of the Department/ College/ Institute may allocate the sector/ industry/ company specific project to the individual student. Each student will be required to submit a project report to the Department/ College/ Institute for the work undertaken during this period within three weeks of commencement of the third semester for the purpose of evaluation in the third semester. .

**i) Conversion of Marks to Grades and Calculations of GPA (Grade Point Average) and CGPA (Cumulative Grade Point Average):** In the Credit and Grade Point System, the assessment of individual Courses in the concerned examinations will be on the basis of marks only, but the marks shall later be converted into Grades by some mechanism wherein the overall performance of the Learners can be reflected after considering the Credit Points for any given course. However, the overall evaluation shall be designated in terms of Grade. There are some abbreviations used here that need understanding of each and every parameter involved in grade computation and the evaluation mechanism. The abbreviations and formulae used are as follows:-

Abbreviations and Formulae Used

G: Grade

GP: Grade Points

C: Credits

CP: Credit Points

CG: Credits X Grades (Product of credits & Grades)

SGPA =  $\Sigma CG$ : Sum of Product of Credits & Grades points /  $\Sigma C$ : Sum of Credits points

SGPA: Semester Grade Point Average shall be calculated for individual semesters. (It is also designated as GPA)

CGPA: Cumulative Grade Point Average shall be calculated for the entire Programme by considering all the semesters taken together.

While calculating the CG the value of Grade Point 1 shall be considered Zero (0) in case of learners who failed in the concerned course/s i.e. obtained the marks below 50.

After calculating the SGPA for an individual semester and the CGPA for entire programme, the value can be matched with the grade in the Grade Point table as per the TEN (10) Points Grading System and expressed as a single designated GRADE such as O, A, B, etc....

Marks	Grade	Grade Points
85 and Above	O	10
84-75	A	9
74-65	B	8
64-60	C	7
59-55	D	6
54-50	E	5
49 and Below	F (Fail)	0

Conversion of CGPA into Grades and Division shall be as follows:

CGPA	GRADE	DIVISION
9.0-10	O	Distinction
8.0-8.9	A	Distinction
7.0-7.9	B	Distinction
6.0-6.9	C	First
5.5-5.9	D	Second
5.0-5.4	E	Second
00-4.4	F (Fail)	Fail

Note: Final Mark List will only show the Grade, Grade points and Division and not the marks

j) Provision of ordinance governing the award of grace marks for passing an examination, securing higher Grades shall apply to the examination.

9. Project Work will be compulsory for each student appearing at the semester- IV (M.B.A) Examination.

(i) Project shall carry 200 marks as follows-

	Marks
Project work	100
Seminar and open defense evaluation	50
Viva-voce	50
TOTAL	200

(ii) For Project work/Research work a batch of **Twenty** students per guide /supervisor has to be allotted by the Institute.

(iii) A copy of Project work (Printed or Type Written) shall be submitted to college, at Fifteen Days prior to the date of commencement of Semester-IV Examination, which will be retained by the college/Department for internal evaluation purpose

(iv) A Candidate shall submit with his/her project work, a certificate from the Supervisor to the effect- That the candidate has satisfactorily completed the Project work for not less than one session and That the Project work is the result of the candidate own work and is of sufficiently high standard to warrant its presentation for examination.

(v) Candidate shall submit his declaration that the Project is the result of his own research work and the same has not been previously submitted to any examination of this University or any other University. The Project shall be liable to be rejected and /or cancelled if found otherwise.

(vi) The Project work shall be evaluated through seminar and open defense and Viva-voce at the College/ Department by one External Examiner & One internal examiner appointed by the University immediately after Semester-IV End Examination.

10. The scope of the subject, percentage of passing in theory and project will be governed as per following rules:

i) In order to pass at the Semester I, II, III & IV examinations an examinee shall obtain not less than 50%

marks or E grade in each head of passing of every paper, that is to say separately in the Semester wise End examination , internal evaluation and in three heads of passing of project work.

ii)The results of successful candidates at the end of semester-IV shall be classified on the basis of CGPA obtained in all the four semesters.

iii)The candidate who pass all the semester examinations in the first attempt is eligible for ranks provided they secure Grade C and above.

iv)The results of the candidates who have passed the Semester-IV examination but not passed the lower semester examinations shall be declared as NCL (not completed lower semester examinations). Such candidates shall be eligible for the Degree only after completion of all the lower semester examinations.

v) CGPA for declaring Division/ class:

Distinction CGPA 7 (Grade B) and above

First Class CGPA 6 (Grade C) and above

vi)An unsuccessful examinee at the any semester wise end examination shall be eligible for re-examination on payment of a fresh Examination fee prescribed by the University.

11.Promotion to Higher Semester (ATKT)

i) An unsuccessful examinee at the any semester examination shall be ALLOWED TO KEEP TERM in higher semester in accordance to the following table:

Admission to Semester	Candidate should have passed in following examinations	Candidate should have competed the term and appeared at least one Theory Paper	Candidate should have passed at least 50% courses of following examinations
I Semester	Degree examination	-----	-----
II Semester	-----	Semester-I	-----
III Semester	-----	-----	Semester- I&II
IV Semester	-----	III rd Semester	-----

person shall be admitted to this Programme, if he has already passed the same Programme or a Programme of any other statutory University (which has been recognized as equivalent to this programme.)

iii) A candidate who fails in any of the semester examinations may be permitted to take the examinations again at a subsequent appearance as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years.

iv) Examinee successful at the Semester I, II, III and IV examinations shall, on payment of the prescribed fee, receive a Degree in the prescribed form signed by the Vice-Chancellor.

**12. Guidelines for Setting Question Papers of Semester I, II, III & IV End Examination..**

- The question paper should be set in such a manner so as to cover the complete syllabus as prescribed by the University.
- The duration of the Semester wise End Examination shall be 3.00 Hours per course.
- Question No. 1-10 : 10 long answer (Three Hundred words Approximately) questions carrying 14 marks each covering the complete syllabus, out of which the student is required to attempt five questions
- The evaluation of the Semester IV Project work internal assessment should be conducted at Institute / Department by the respective subject teacher.
- The result for these examinations should be declared within time limit as per University norms and communicated to the University within stipulated time.
- The record of conduct of such examination, evaluation and results should be maintained for a period of at least **One year** by the respective Institute / Department for the verification by the competent authority.

**The format for question papers and the suggested answering pattern shall be as follows:**

**g. Question No. 1-10 : 10 long answer (Three Hundred words Approximately) questions carrying 14 marks each covering the complete syllabus, out of which the student is required to attempt five questions.**

**13. Not Fit for the Course:**

If an examinee fails to pass the M.B.A. programme within FIVE successive years from the date of his/her admission he/she shall be declared Not Fit for the Course (NFC), and shall not be allowed to appear for any previous examination of the programme.

14. The provisions of Ordinance to provide grace marks for passing in a particular head and regarding improvement of Division (Higher class) and Condonation of Deficiency of marks in a subject in the Faculty of Commerce shall apply to each examination under this ordinance.

15. Every student have right to challenge the evaluation, if he/she failed in such paper or any doubt in his/her scoring as per the provisions made in respective ordinance by the Affiliating University.

The provision regarding Revaluation/Challenge to valuation for the given subject of a particular End Semester Examination shall be applicable as specified in the relevant ordinance.

**16. Miscellaneous**

Industrial Tour: To make students understand the various aspects of business; college/ Institute/ Department may organize industrial visits to the industrial/ business houses.

**(Statement of object and reasons)**

The Vice-chancellor of the university had issued Direction No. 123 of 2012 on 25/6/2012 in respect of Direction governing the Examination Leading to Award of two years Post Graduate Degree Course Master in Business Administration in the Faculty of Commerce with Semester Pattern and Credit Grade System from the year 2012-13, under provision of section 14 (8) of the Maharashtra University Act, 1994.

The subject matter of the Direction is required to be regulated by an ordinance as provided under the Act.

In view of the above, the existing Direction is required to be converted into an Ordinance as provided under the Act, hence this Draft ordinance is prepared for consideration of the Academic council and the Management Council.