

PATNA UNIVERSITY, PATNA

REGULATIONS FOR MASTER OF BUSINESS ADMINISTRATION

(MBA) EXAMINATION UNDER SEMESTER SYSTEM- IN THE FACULTY
OF COMMERCE

1. This regulation shall be called the regulations for Master of Business Administration (MBA) Programme of Patna University, Patna
2. The master of Business Administration (MBA) Programme, a two-year full time programme, shall be organised and run by the Department of Applied Economics and Commerce, Patna.
3. The Master of Business Administration Examination shall be held in two parts, viz., MBA Part-I and MBA Part-II. The Master of Business Administration Degree shall be awarded on the basis of Combined marks obtained both at the MBA Part-I and MBA Part- II Examinations.
4. The University shall award the masters Degree in the Faculty of Commerce: Master of Business Administration (MBA).
5. The Duration of MBA Programme shall be of two academic sessions.
6. The Examination for the Masters Degree in Business Administration shall consist of Four Semesters of Six months each.

7. Each course session shall consist of two semester viz., Odd Semester and Even semester. The Odd semester shall consist of semesters I and III from July to December and Even semester shall consist of II and IV semesters from January to June.
8. Each course session shall consist of 12 Papers spread over two semesters
9. There shall be total 24 papers for the entire course spread over four semesters with six papers in each semester with 05 (Five) Credits in each Paper except Summer Training Report and Viva-voce
10. The distribution of papers: theoretical with number of credit/ credits specified in each paper in the course structure of Master of Business Administration (MBA).
11. The term 'Credit' means weightage given to a course in relations to the instructional hours assigned to it. One credit will consist of ten hours of instructions which comes to the duration of four/five hours per week. Each paper of the Master of Business Administration (MBA) Programme carries number of credits specified in the course structure of the subject.
12. The total credits required for the completion of Master of Business Administration (MBA) Degree shall be 120.

13. The performance of a student in each paper will be assessed on the basis of a continuous internal Assessment (C.I.A.) of 30 marks and written examinations of 70 marks conducted towards the end of each semester, called the End Semester Evaluation (ESE).

14. The Component of C.I.A. are as follows:

a	Two mid-semester written test of one hour duration each	15 Marks
b	Seminar / Quiz/ Term Paper	10 Marks
c	Punctuality and conduct	(03+02=05) Marks
	Total	30 Marks

15. There shall be an End Semester Evaluation (ESE) in each semester wherein each paper shall carry 70 marks.

16. In the theory papers, the question papers will be set by a panel of experts approved by the Vice-chancellor.

17. The duration of the theory examination will be of 03 (Three) hours and the examinees will be required to answer a total of 05 (Five) questions out of which question number one and two will be compulsory. The question number one will be of objective type and the question number two would be short answer type.

18. The distribution of marks in the written ESE shall have the following format wherein the question paper shall consist of seven questions subdivided in 3 sections as below.

Section A: There shall be one compulsory objective type question comprising the question Covering the entire syllabus and each question would carry two marks ($10 \times 2 = 20$ Marks)

Section B: Question number two will comprise five short answer question, Covering the entire syllabus, each question would carry 5 marks and examinees will answer only four out of five questions ($4 \times 5 = 20$ Marks).

Section C: Five Question shall be set out covering the entire syllabus each question would carry 10 marks and examinees will be required to attempt only three out of five questions ($3 \times 10 = 30$ Marks).

19. There shall be six papers in all in each semester as mentioned in detail in clause no 31 of the resolution.
20. There shall be six papers towards the End of each Semester Evaluation (ESE). Each paper shall carry 70 Marks. The total marks of all the six papers shall be 420 marks.

21. The examinations will be designed to assess whether the candidate has developed necessary knowledge and skills along with clear conception of fundamentals which are necessary for him or her to carry-out responsibilities and duties efficiently.
22. Evaluation of continuous Internal Assessment (CIA) shall be done by the concerned course teacher. The CIA and ESE will be aggregated at the end of each semester for each paper.
23. To be eligible to appear at the ESE Examination, a candidate must be registered as the student of this University.
24. To be eligible to appear at the examination a student shall be required to have attended at least 75% of the lectures delivered or sessions conducted in theory course and after assessment on the basis of CIA. Weightages of attendance for summer training programme, participating in mid-semester written test, seminar, quiz term paper, Eklavya, Tarang, cultural activities, sport and other curriculum and Extension activities. A shortage of attendance up to 15% can be condoned by the vice- chancellor as per the Patna University Rules in a special case on the recommendation of the concerned Head/ Principal.

Special Provisions:

25. The vice-chancellor shall have the power to increase the seats beyond the usual number of seats in the case of student (a) coming from foreign countries (b) nominated by the government of India under various Plans like Colombo Plans etc., (c) Coming under scheme of any State Government approved by the government of Bihar, (d) Wife, Sons and daughter of Military personnel in active service/ Ex-service Military Personnel / Military Personnel killed or disabled in action, (e) Who happen to be sons / Daughters / Wife / Husbands of (i) teachers (including teachers of Medical and Dental College under the University), and (ii) Officers and other employees of the Patna University up to maximum of 5% of the total seats in the institutions and the Course Concerned, Except Medical, Dental and Engineering Course for each of the two categories (i) and (ii).

Note- This amendment has been added vide Governors Secretariates Letter no P.U. 40/2006-2444/GS (1) dated 20/07/2007

26. The Course structure of MBA Part-I and MBA Part-II under the Semester system shall be as under:

SEMESTER-I

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 101	Management Process, Ethos and Values	05	70	30	100
MB 102	Quantitative Techniques	05	70	30	100
MB 103	Managerial Economics	05	70	30	100
MB 104	Management of Environment	05	70	30	100
MB 105	Accounting Principles and Techniques	05	70	30	100
MB 106	Accounting for Managers	05	70	30	100

SEMESTER-II

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 201	Human Resource management	05	70	30	100
MB 202	Financial Management	05	70	30	100
MB 203	Marketing management	05	70	30	100
MB 204	Research methodology	05	70	30	100
MB 205	Production and operation management	05	70	30	100
MB 206	Organizational Behaviour	05	70	30	100

SEMESTER-III

Compulsory Papers

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 301	Business Policy and Strategic management	05	70	30	100
MB 302	Computer Application and management Information system	05	70	30	100
MB 303	Business Legislation	05	70	30	100
MB 304	Summer Training Programme	08			100
MB 305	Project Study	05			100
MB 306	Viva-Voce	02			100

SEMESTER-IV (A) FINANCE AREA

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 401	Security Analysis and Portfolio Management	05	70	30	100
MB 402	Management of Business Taxes	05	70	30	100
MB 403	International Financial Management	05	70	30	100
MB 404	Financial Decision Making	05	70	30	100
MB 405	Working Capital management	05	70	30	100
MB 406	Management of Financial Institutions and Services	05	70	30	100

SEMESTER-V (B) MARKETING AREA

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 501	Consumer Behaviour	05	70	30	100
MB 502	Advertising Management	05	70	30	100
MB 503	Strategic Marketing	05	70	30	100
MB 504	International marketing	05	70	30	100
MB 505	Sales and Distribution management	05	70	30	100
MB 506	Marketing of Services	05	70	30	100

SEMESTER-VI (C) HRM AREA

Code	Subject	Credit	End Semester Exam (ESE)	Continues Internal Assessment (CIA)	Total
MB 501	Management of Industrial Relations	05	70	30	100
MB 502	Management of Interpersonal and Group Processes	05	70	30	100
MB 503	Management Training and Development	05	70	30	100
MB 504	Management of Change and Organizational Development	05	70	30	100
MB 505	Human Resource Planning and Development	05	70	30	100
MB 506	Labour Legislation	05	70	30	100

27. The Faculty of commerce of the Departmental Council shall make such changes in the subjects mentioned in clause 26 of this regulation or in the detailed course structure prescribed for the purpose as it may deem fit, from time to time with the approval of the Academic Council.
28. Summer Training programme shall carry 08 credits for each student equivalent to 80 hours with an Industrial, business or Service organisation by taking up a study on the various aspects of an organisation. The conditions of successfully completing the course shall not be deemed to have been satisfied unless student undergoes summer training under the supervision of a Permanent teaching faculty member of the department of Applied Economics and Commerce in organizations as approved by the Director of the MBA Programme. Each student will be required to submit a summer training report to the Director for the work undertaken during the period.
29. A student of the Master of Business Administration Programme shall be required to work on a project approved by the Director. For preparing the report on the project study, the candidate shall have to work under the supervision of a Permanent Teaching Faculty Member of the Department

- of Applied Economics and Commerce. The name of the Supervisor shall be approved by the Director.
30. A Candidate who obtains 45 per cent marks each in the summer training report and project report but fails in the examination shall not be required to re-submit a fresh summer training report and project report before appearing at any subsequent examinations. The marks secured by him / her in the summer training report and project report in previous examination shall be carried over to the subsequent examinations.
 31. A student shall be declared pass in a paper only when he/ she obtains a minimum of 32 marks in ESE and 13 marks in CIA in each paper.
 32. In order to be promoted form First Semester to second semester, a candidate has to pass in at least three out of six papers in semester-I examination.
 33. In the second semester Examination a student has to pass in at least three out of six papers.
 34. In order to be promoted to the 3rd semester a candidate must clear all the six papers of semester-I and at least three papers of semester – II

35. A candidate must clear all the 12 papers of semester – I and semester –II and at least 03 papers of semester – III in order to be promoted to the Fourth Semester.
36. In the 4th (Final) Semester a candidate will be required to have successfully cleared all the twenty four papers for award of the Degree.
37. Successful Candidates shall be awarded the class/division at the end of Fourth Semester Examination based on the aggregate marks obtained in all the four semester examinations of 120 credits consisting of 2400 marks. The following is the Categorization of Successful candidates based on marks obtained by them:
- | | | |
|------------------------------|---|------------------------------|
| (a) 75% and above | - | First class with Distinction |
| (b) Less than 75% but equal | | |
| Or more than 60% | - | First class |
| (c) Less than 60%, but equal | | |
| Or more than 45% | - | Second class |
| (d) Less than 45% | - | Fail |
38. Each successful candidate of all the four semesters taken together shall receive a certificate in the prescribed format specifying the subject in which he /she was examined and the class in which he/she was placed.

39. For the award of MBA Degree, a student must clear all the papers in a maximum of four consecutive years from the date of admission. There shall be no relaxation in the time limit under any circumstances.
40. Failed candidates in any semester shall have to appear in all the theory papers and shall go through the CIA afresh and retain nothing of the semester in which they failed.
41. A promoted candidate, who has to appear in the examination in the theory papers, will retain internal assessment marks. In case of re-admission, the candidate should go through internal assessment process afresh and shall retain nothing of the previous years.
42. If a candidate clears a semester examination, he/she shall not be permitted to re-appear in the examination for the improvement of marks.
43. There shall be no supplementary examination or the provision for reevaluation.
44. The Vice-chancellor may appoint a Board of Moderators to look into all the examination conducted and results be published by the Examination Board of Patna University.

45. Generally there shall be no grace marks of any kind. But in some extraordinary cases vice-chancellor may consider for grace marks on the request of Board of Moderators of the subject concerned.
46. The scheme of evaluation of summer training programme and project study shall be as follows:
 - (a) For paper MB 304, a Training Report based on Summer Training Programme will have to be submitted as per the schedule announced by the Director from time to time. The Summer Training Report which will be based on survey work shall be prepared and based mainly on primary data.
 - (b) For paper MB 305, Project report on project study will have to be submitted as per the schedule announced by the Director from time to time. The project report and study shall be based mainly on secondary data.
 - (c) The written Part of the Summer Training Report and Project Study Report each shall account for 70 Marks and viva-voce each of 30 marks to be conducted by the duly constituted Board approved by the vice-chancellor.

47. Wherever this Regulation is silent or not explicit, reference should be made to the earlier Regulation for the post graduate Degree Course of the Concerned faculty of Patna University.