



# **JEEVAN VIKAS MAHAVIDYALAYA, DEVGRAM**

**Tah. Narkhed, Dist. Nagpur-441301**

(Permanent Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

**College Code: 341**

**(NAAC Accredited in Cycle II with 'B++' Grade, CGPA 2.93)**

ISO 9001:2015 Certified, NIRF Participated

Website: [www.jvmd.co.in](http://www.jvmd.co.in)

E-mail: [jvmthugaondeo@gmail.com](mailto:jvmthugaondeo@gmail.com)

JVMD/2022/14

Date: 01/01/2022

## **Declaration**

This is to declare that the information, reports, true copies and numerical data etc. furnished in this file as supporting documents is verified by IQAC and found correct.

Hence this certificate.

**Convener**  
Internal Quality Assurance  
Cell (IQAC), JVM Thugaondeo  
Dist. Nagpur (M.S.)



**Principal**  
Jeevan Vikas Mahavidyalaya  
Devgram (Thugaondeo)  
Tah. Narkhed, Dist. Nagpur

## 1.2 Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/elective course system has been implemented

SR. NO.	PROGRAMME NAME	YEAR OF INTRODUCTION
1.	Bachelor of Arts	2022-23
2.	Bachelor of Commerce	2022-23
3.	Bachelor of Science	2022-23
4.	Bachelor of Vocation	
5.	Master of Arts	2017-18
6.	Master of Science	2022-23



**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR**  
**FACULTY OF SCIENCE**  
**DIRECTION NO. 54 OF 2016**

**DIRECTION RELATING TO THE EXAMINATION LEADING TO THE DEGREE OF  
MASTER OF SCIENCE, SEMESTER PATTERN (CHOICE BASED CREDIT SYSTEM) AND  
DEGREE OF MASTER OF SCIENCE AND TECHNOLOGY (APPLIED GEOLOGY).  
SEMESTER PATTERN, (CHOICE BASED CREDIT SYSTEM)  
(FACULTY OF SCIENCE)**

**(Issued under Section 14(8) of the Maharashtra Universities Act, 1994)**

**Whereas**, Maharashtra Universities Act, 1994 (hereinafter referred to as Act) has come into force from 22<sup>nd</sup> July, 1994 and was amended from time to time,

AND

**Whereas**, the University Grants Commission, New Delhi vide letter No.D.O.No.F-1-1/2015 (CM) dated 8<sup>th</sup> January 2015 regarding reforms pertaining to the introduction of Choice Based Credit System at the earliest from the academic session 2015-16 to provide option to students and also seamless mobility across the institutions.

AND

**Whereas**, the Board of Studies in all the Science subjects in their meeting held during 24.4.2015 prepared the syllabi and scheme of examination for the M. Sc. and M. Sc. (Tech) Applied Geology course and recommended for starting of the Choice Based Credit System in Faculty of Science from the academic session 2015-16,

AND

**Whereas**, the faculty of Science in its meeting held on 20.5.2015 vide item No. 16 , has considered, accepted and recommended to Academic Council, the policy decision regarding introduction of Choice Based Credit System and the draft syllabi of M. Sc. Semester-I to IV (Semester I to VI for M. Sc. (Tech) Applied Geology) with draft direction and other details.

AND

**Whereas**, the Academic Council in its meeting held on 8/6/2016 vide item No. 100 has considered, accepted and recommended to Management Council, for M.Sc. along with draft direction and other details.

AND

**Whereas**, the Management Council in its meeting held on 14/6/2016 vide item No. 100-A , has considered, accepted the draft direction and other details.

AND

**Whereas**, the new draft direction and scheme of examination as per semester pattern is to be implemented from the Academic Session 2015-16 for M.Sc. semester I and onwards which is to be regulated by this direction and as such there is no existence and framing of an Ordinance for the above examination is a time consuming process.

AND

**Whereas**, the admission of students in the Choice Based Credit System at M.Sc. Semester I and onwards are to be made in the Academic Session 2015-16.

AND

**Whereas**, ordinance making is a time consuming process, therefore, I, Dr. S. P. Kane, Vice Chancellor Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur in exercise of powers vested under Section 14(8) of the Act do hereby issue the following Direction.

1. **This Direction may be called "Direction relating to examinations leading to the Degree of Master of Science, Semester Pattern (Choice Based Credit System) and Degree of Master of Science and Technology (Applied Geology), Semester Pattern, (Choice Based Credit System)**
2. The direction shall come into force from the date of its issue by Hon'ble Vice Chancellor and shall remain in force till the relevant ordinance comes into being in accordance with the provisions of the Act.
3. The duration of the M. Sc. course shall be of two academic years consisting of four semesters with the University examinations at the end of each semester namely:
  - a) M. Sc. Semester I Exam
  - b) M. Sc. Semester II Exam
  - c) M. Sc. Semester III Exam
  - d) M. Sc. Semester IV Exam
4. The duration of the M. Sc. (Tech) Applied Geology course shall be of three academic years consisting of six semesters with the University examinations at the end of each semester namely:
  - a) M. Sc. Semester I Exam
  - b) M. Sc. Semester II Exam
  - c) M. Sc. Semester III Exam
  - d) M. Sc. Semester IV Exam
  - e) M. Sc. Semester V Exam
  - f) M. Sc. Semester VI Exam

5. The theory examination of Semester-I, II, III, IV, V and VI shall be conducted by the University and shall be held separately at the end of each semester at such places and dates as may be decided and notified by the University and shall be held as per the schedule given in Table below.

Sr. No.	Name of the examination	Main Examination	Supplementary Examination
1	Semester I, III & V	Winter	Summer
2	Semester II, IV&VI	Summer	Winter

**ELIGIBILITY TO THE COURSE:**

6. Subject to their compliance with the provisions of this direction and of other ordinances in force from time to time, the following applicant candidates shall be eligible for the admission to Master of Science and examinations thereof

A	For M. Sc. (Physics) Semester-I	For admission to the M. Sc. Semester I in Physics, a candidate shall have offered Physics as one of the subjects at the qualifying B.Sc. Examination.
B	For M. Sc. (Chemistry) Semester-I	For admission to the M. Sc. Semester I in Chemistry, a candidate shall have offered Chemistry / Industrial Chemistry as one of the subjects at the qualifying B.Sc. Examination.
C	For M. Sc. (Mathematics) Semester-I	For admission to the M. Sc. Semester I in Mathematics, a candidate shall have offered Mathematics as one of the subjects at the qualifying B.Sc. Examination.
D	For M. Sc. (Statistics) Semester-I	For admission to the M. Sc./M.A. Semester I in Statistics, a candidate shall have offered Statistics/Maths as one of the subjects at the qualifying B.Sc./B.A. Examination.
E	For M. Sc. (Computer Science) Semester-I	For admission to the M. Sc. Semester I in Computer Science, a candidate shall have offered Computer Science as one of the optional subjects of study and examination at B.Sc. degree or B.Sc./ B.E. examination with Post B.Sc. diploma course in Computer Science of RTM Nagpur University or any other statutory university and Application or B.Sc. with optional subjects Computer Maintenance / B.Sc. (Information Technology) / B.C.A.
F	For M. Sc. (Information Technology) Semester-I	For admission to the M. Sc. Semester I in Information Technology, a candidate must have Mathematics at 10+2 level and shall have passed B.Sc. (Computer Science) / B.Sc. (Information Technology) / B.Sc. (with Information Technology as the optional subject) / Bachelor of Computer Application (BCA)/ B.Sc. with optional subjects Mathematics, Computer Maintenance, Computer Science / B.Sc. with Electronics / Computer Maintenance as one of the subject .
G	For M. Sc. (Electronics) Semester-I	For admission to the M. Sc. Semester I in Electronics, a candidate shall have offered Electronics / Computer Maintenance as one of the subjects at the qualifying B.Sc. Examination.
H	For M. Sc. (Botany) Semester-I	For admission to the M. Sc. Semester I in Botany, a candidate shall have offered Botany as one of the subjects at the qualifying B.Sc. Examination / B.Sc. (Agriculture) with Botany is one of the subject.
I	For M. Sc. (Zoology) Semester-I	For admission to the M. Sc. Semester I in Zoology, a candidate shall have offered Zoology as one of the subjects at the qualifying B.Sc. Examination.
J	For M. Sc. (Microbiology) Semester-I	For admission to the M. Sc. Semester I in Microbiology, a candidate shall have offered Microbiology / Biotechnology as a subject of study and examination at B.Sc. degree.
K	For M. Sc. (Biochemistry) Semester-I	For admission to the M. Sc. Semester I in Biochemistry, a candidate shall have offered Chemistry and Biochemistry as subjects of study and examination at B.Sc. degree.
L	For M. Sc. (Biotechnology) Semester-I	For admission to the M. Sc. Semester I in Biotechnology, a candidate shall be all Life Science graduates / Veterinary / Fishery Sciences / Pharmacy / Engineering Technology / Medicine (MBBS) / B.D.S. graduates / B.Sc. Agriculture.
M	For M. Sc. (Environmental Science) Semester-I	For admission to the M. Sc. Semester I in Environmental Science, a candidate shall have offered Environmental Science as one of the subjects at the qualifying B.Sc. Examination and B.Sc. Agriculture Science but having Environmental Science is one of the subject.
N	For M. Sc. (Molecular Biology and Genetic Engineering)	For admission to the M. Sc. Semester I in Molecular Biology and Genetic Engineering, the candidates who have passed the B.Sc. Examination in at least second division with any one or more subjects of life sciences / biological sciences / candidates who have passed B.Sc. with Biotechnology as one of the subjects in second division / candidates who have passed the B. Pharm. Examination in at least second division / candidates who have passed the graduation degree in agriculture / fisheries / veterinary sciences Examination in at least

		second division.
O	For M. Sc. (Geology) Semester-I	For admission to the M. Sc. Semester I in Geology, a candidate shall have offered Geology as one of the subjects at the qualifying B.Sc. Examination.
P	For M. Sc. (Tech) Applied Geology Semester-I	For admission to the M. Sc. (Tech) Semester I in Applied Geology, a candidate shall have offered Geology as one of the subjects at the qualifying B.Sc. Examination.
Q	For M. Sc. (Medicinal Plants) Semester-I	For admission to the M. Sc. Semester I in Medicinal Plants, a candidate shall have offered Botany as one of the subjects as one of the subjects at the qualifying B.Sc. Examination and any one of the following: Zoology, Chemistry, Biochemistry, Horticulture, Biotechnology, Microbiology and Agricultural Microbiology OR B. Sc. Agriculture, B.A.M.S., B.H.M.S., and B. Pharm.

Candidates shall have passed any one of the above examinations from Rashtrasant Tukadoji Maharaj Nagpur University or any other statutory University of India or abroad, recognized by the UGC or any other concerned apex regulatory authority / body of India.

#### 7) Semester Examinations

A	M. Sc. Semester I Examination	Students who have fulfilled the eligibility criteria as mentioned in Section 6 and have been admitted to this course in Semester I.
B	M. Sc. Semester II Examination	Students who have been admitted to this course in semester II.
C	M. Sc. Semester III Examination	Students who have been admitted to this course in semester III.
D	M. Sc. Semester IV Examination	<p>i) Students who have been admitted to this course in semester IV.</p> <p>Every student shall submit two copies of the project report (typed and properly bound) for the Fourth Semester to the Concerned Department at least one month prior to the commencement of the final practical examination through the Head of the Department / Centre / the Principal of the college concerned along with the certificate signed by the supervisor and declaration by the candidate towards original work which is not submitted to any university or organization for award of the degree. The scheme/ guidelines for the students and supervisors regarding Project Work Report are given in Appendix 04</p>

(Note: Subject to the Rules of ATKKT as mentioned in para 9 of this direction)

#### 8) [M. Sc. (Tech) Applied Geology]

A	M. Sc. (Tech) Applied Geology] Semester I Examination	Students who have fulfilled the eligibility criteria as mentioned in Section 6 and have been admitted to this course in Semester I.
B	M. Sc. (Tech) Applied Geology] Semester II Examination	Students who have been admitted to this course in semester II.
C	M. Sc. (Tech) Applied Geology] Semester III Examination	Students who have been admitted to this course in semester III.
D	M. Sc. (Tech) Applied Geology] Semester IV Examination	Students who have been admitted to this course in semester IV.
E	M. Sc. (Tech) Applied Geology] Semester V Examination	Students who have been admitted to this course in semester V.
F	M. Sc. (Tech) Applied Geology] Semester VI Examination	Students who have been admitted to this course in semester VI.

(Note: Subject to the Rules of ATKT as mentioned in para 9 of this direction)

- 9) A) The ATKT rules for admission for the M. Sc. Course (Theory, Practical and Seminar as separate passing head and on calculation fraction, if any, shall be ignored) shall be as given in the following table

Admission to Semester	Candidate should have passed in all the subjects of the following examination of R.T.M. Nagpur University	Candidate should have passed at least two third of the passing heads of the following examinations
Semester I	As provided in the para 6 of the direction	-----
Semester II	-----	-----
Semester III	-----	Semester I and II taken together
Semester IV	-----	-----

- B) The ATKT rules for admission for the M. Sc. (Tech) Applied Geology Course (Theory, Practical and Seminar as separate passing head and on calculation fraction, if any, shall be ignored) shall be as given in the following table-

Admission to Semester	Candidate should have passed in all the subjects of the following examination of R.T.M. Nagpur University	Candidate should have passed at least two third of the passing heads of the following examinations
Semester I	As provided in the para 6 of the direction	-----
Semester II	-----	-----
Semester III	-----	Semester I and II taken together
Semester IV	-----	-----
Semester V	Semester I and II	a) Passed Semester I and II examination And b) Two third of the passing heads of Semester III and IV taken together
Semester VI	-----	-----

- 10) Without prejudice to other provisions of Ordinance no. 6 relating to the examination in general, provisions of Para 5, 8, 9, 10, 26, 31 and 32 of the said ordinance shall apply to every student admitted to this course.
- 11) The fees for the tuition, examination, laboratory and other fees shall be as prescribed by the university from time to time.
- 12) (a) The scope of the subjects shall be as prescribed in the syllabus.  
(b) The medium of instruction and examination shall be English.
- 13) The number of papers and maximum marks assigned to each paper and minimum marks / grade, an examinee must obtain in order to pass the examination shall be as prescribed in appendices appended with this direction.
- 14) The examinee at each of the examination shall have option of not being declared successful at the examination in case he / she does not secure a minimum of grade equivalent to 55% marks at the examination. This option will have to be exercised every time the application is submitted to any of the examinations. Once this option is exercised, the option shall be binding on the examinee and it shall not be evoked in under any circumstances.
- 15) The classification of the examinee successful at the semester and examinations and at the end of final semester examination shall be as per the rules and regulations of Choice Based Credit System as prescribed in appendices, appended with this direction.
- 16) The provisions of direction no. 3 of 2007 for the award of grace marks for passing an examination, securing higher grade in subject(s) as updated from time to time shall apply to the examination under this direction.
- 17) The names of the successful examinee passing the examination as a whole in the minimum prescribed period and securing the grades equivalent to first and second division shall be arranged in order of merit as provided in ordinance 6 relating to examination in general.
- 18) Successful examinees at the end of M. Sc. Sem-IV Examination (Sem VI for M. Sc. (Tech) Applied Geology) who obtained CGPA above 7.51 shall be placed in First Division with distinction, those obtaining CGPA from 6.00 to 7.50 shall be placed in First Division, those obtaining CGPA from 4.50 to 5.99 shall be placed in Second Division and those obtaining CGPA from 4.00 to 4.49 shall be placed in Third Division.
- 19) No candidate shall be admitted to an examination under this direction, if he / she has already passed the same examination of this university or of any other university.
- 20) Successful examinees at the M. Sc. Sem I, II, III, & IV ((Sem I, II, III, IV, V & VI for M. Sc. (Tech) Applied Geology) Examinations shall be entitled to receive a Certificate signed by the Controller of Examination of University (COE) and successful examinees at the end of M. Sc. Sem IV (Sem VI for M. Sc. (Tech) Applied Geology) examination shall, on payment of prescribed fees, receive a Degree in the prescribed format, signed by the Vice-Chancellor.
- 21) This course is based on Choice Based Credit System and therefore, it will be also regulated by

guidelines and regulation given in appendices which are part of this direction.

- 22) Absorption scheme for failure students of the credit based semester pattern:
- a) While switching over to Choice Based Credit System, the failure students of credit based semester pattern will be given **Five** chances to clear the examination.
  - b) The candidates who have cleared first and second semester of Part I of the Credit Based Semester Pattern examination in the concerned subject shall get admission to Third Semester of Part II of the Choice Based Credit System directly. However, candidates who are allowed to keep term will not be eligible for admission to Third Semester of Part II of the Choice Based Credit System unless they clear all the papers and practical of first and second semester of Part I of the Credit Based Semester Pattern examination.
  - c) The candidates who have cleared Third and Fourth semester of Part II of the Credit Based Semester Pattern examination in the concerned subject shall get admission to Fifth Semester of Part III of the Choice Based Credit System directly. However, candidates who are allowed to keep term will not be eligible for admission to Fifth Semester of Part III of the Choice Based Credit System unless they clear all the papers and practical of Third and Fourth semester of Part II of the Credit Based Semester Pattern examination.
- 23) Absorption scheme for failure students of annual pattern:
- a. The candidates who have cleared first year of annual pattern shall get admission to Semester III of the Choice Based Credit System directly. However, candidates who are allowed to keep term will not be eligible for admission to Third Semester of the Choice Based Credit System unless they clear all the papers and practical of First year of the annual pattern examination.
  - b. For M. Sc. Tech Applied Geology course, the candidates who have cleared second year of annual pattern shall get admission to Semester V of the Choice Based Credit System directly. However, candidates who are allowed to keep term will not be eligible for admission to fifth Semester of the Choice Based Credit System unless they clear all the papers and practical of First and Second year of the annual pattern examination.
- 24) With the issuance of this Direction, The Direction No 10 of 2015 (Choice Based Credit System), Direction No 17 of 2013 for M. Sc. Medicinal Plants, The Direction No 14 of 2012 (Credit based Semester Pattern) & Direction No. 14 of 2010 (M. Sc. Molecular Biology & Genetic Engineering) & Ordinance No. 49 (Annual Pattern) shall stand repealed.

Nagpur  
Date :30.6.2016

Sd/-  
**Dr. S. P. Kane**  
Vice-Chancellor

**Appendix-1**

**Scheme of teaching and examination under semester pattern Choice Based Credit System (CBCS) for M.Sc. Program in all subjects except Mathematics and M.Sc. (Tech) Applied Geology**

<b>Semester I for M.Sc. Program in all subjects except Mathematics and M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 1	Paper 1	4	-	4	4	3	80	20	100	40	
Core 2	Paper 2	4	-	4	4	3	80	20	100	40	
Core 3	Paper 3	4	-	4	4	3	80	20	100	40	
Core 4	Paper 4	4	-	4	4	3	80	20	100	40	
Pract. Core 1 & 2	Practical 1	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 3 & 4	Practical 2	-	8	8	4	3-8*	100**	-	100		40
Seminar 1	Seminar 1	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester II for M.Sc. Program in all subjects except Mathematics and M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 5	Paper 5	4	-	4	4	3	80	20	100	40	
Core 6	Paper 6	4	-	4	4	3	80	20	100	40	
Core 7	Paper 7	4	-	4	4	3	80	20	100	40	
Core 8	Paper 8	4	-	4	4	3	80	20	100	40	
Pract. Core 5 & 6	Practical 3	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 7 & 8	Practical 4	-	8	8	4	3-8*	100**	-	100		40
Seminar 2	Seminar 2	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>



<b>Semester III for M.Sc. Program in all subjects except Mathematics and M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 9	Paper 9	4	-	4	4	3	80	20	100	40	
Core 10	Paper 10	4	-	4	4	3	80	20	100	40	
Core Elective 1	Paper 11	4	-	4	4	3	80	20	100	40	
Foundation Course 1 / Core (Subject Centric) 1	Paper 12	4	-	4	4	3	80	20	100	40	
Pract. Core 9 & 10	Practical 5	-	8	8	4	3-8*	100**	-	100		40
Pract. Core Elective 1	Practical 6	-	8	8	4	3-8*	100**	-	100		40
Seminar 3	Seminar 3	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester IV for M.Sc. Program in all subjects except Mathematics and M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 11	Paper 13	4	-	4	4	3	80	20	100	40	
Core 12	Paper 14	4	-	4	4	3	80	20	100	40	
Core Elective 2	Paper 15	4	-	4	4	3	80	20	100	40	
Foundation Course 2 / Core (Subject Centric) 2	Paper 16	4	-	4	4	3	80	20	100	40	
Pract. Core 11, 12 & Elective 2	Practical 7	-	8	8	4	3-8*	100**	-	100		40
Project	Project		8	8	4		100**	-	100		40
Seminar 4	Seminar 4	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

Note: Th = Theory; Pr = Practical/lab, \* = If required, for two days.

\*\* = The Practical and Project shall be evaluated by both the External and Internal Examiner in the respective Department / Center / Affiliated College as per guidelines appended with this direction.

1. In each semester, the student will have to deliver a seminar on any topic relevant to the syllabus / subject encompassing the recent trends and development in that field / subject. The topic of the seminar will be decided at the beginning of each semester in consultation with the supervising teachers. The student has to deliver the seminar which will be followed by discussion. The seminar will be open to all the teachers of the department, invitees, and students.
2. The student will have to carry out the project work (based on guidelines appended to this direction)

in lieu of practical in the fourth semester in the department or depending on the availability of placement; he / she will be attached to any of the national / regional / private research institute / organization.

3. Internal Assessment Marks will be as per appendix attached in this direction.
4. Foundation Course / Core (Subject Centric): for Details, refer Appendix 9.
5. One credit of 25 marks for theory / tutorial will be of one clock hour per week, running for 15 weeks.
6. One credit of 25 marks for practical / project / seminar will be of two clock hour per week, running for 15 weeks.

#### Appendix-2

#### Scheme of teaching and examination under semester pattern Choice Based Credit System (CBCS) for M.Sc. Program in Mathematics

Semester I for M.Sc. Program in Mathematics												
Code	Theory / Practical	Teaching scheme (Hours / Week)		Credits			Examination Scheme					
		Th	Total	Theory	Int. Assessment	Total	Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
								External Marks	Internal Ass		Th. External	Internal Ass.
Core 1	Paper 1	5	5	4	1	5	3	100	25	125	50	
Core 2	Paper 2	5	5	4	1	5	3	100	25	125	50	
Core 3	Paper 3	5	5	4	1	5	3	100	25	125	50	
Core 4	Paper 4	5	5	4	1	5	3	100	25	125	50	
Core 5	Paper 5	5	5	4	1	5	3	100	25	125	50	
	<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>5</b>	<b>25</b>		<b>500</b>	<b>125</b>	<b>625</b>	<b>250</b>	

Semester II for M.Sc. Program in Mathematics												
Code	Theory / Practical	Teaching scheme (Hours / Week)		Credits			Examination Scheme					
		Th	Total	Theory	Int. Assessment	Total	Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
								External Marks	Internal Ass		Th. External	Internal Ass.
Core 6	Paper 6	5	5	4	1	5	3	100	25	125	50	
Core 7	Paper 7	5	5	4	1	5	3	100	25	125	50	
Core 8	Paper 8	5	5	4	1	5	3	100	25	125	50	
Core 9	Paper 9	5	5	4	1	5	3	100	25	125	50	
Core 10	Paper 10	5	5	4	1	5	3	100	25	125	50	
	<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>5</b>	<b>25</b>		<b>500</b>	<b>125</b>	<b>625</b>	<b>250</b>	

Semester III for M.Sc. Program in Mathematics												
Code	Theory / Practical	Teaching scheme (Hours / Week)		Credits			Examination Scheme					
		Th	Total	Theory	Int. Assessment	Total	Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
								External Marks	Internal Ass		Th. External	Internal Ass.
Core 11	Paper 11	5	5	4	1	5	3	100	25	125	50	
Core 12	Paper 12	5	5	4	1	5	3	100	25	125	50	
Core 13	Paper 13	5	5	4	1	5	3	100	25	125	50	
Core Elective 1	Paper 14	5	5	4	1	5	3	100	25	125	50	
Foundation Course 1 / Core (Subject Centric) 1	Paper 15	5	5	4	1	5	3	100	25	125	50	
	<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>5</b>	<b>25</b>		<b>500</b>	<b>125</b>	<b>625</b>	<b>250</b>	

Semester IV for M.Sc. Program in Mathematics												
Code	Theory / Practical	Teaching scheme (Hours / Week)		Credits			Examination Scheme					
		Th	Total	Theory	Int. Assessment	Total	Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
								External Marks	Internal Ass		Th. External	Internal Ass.
Core 14	Paper 16	5	5	4	1	5	3	100	25	125	50	
Core 15	Paper 17	5	5	4	1	5	3	100	25	125	50	
Core 16	Paper 18	5	5	4	1	5	3	100	25	125	50	
Core Elective 2	Paper 19	5	5	4	1	5	3	100	25	125	50	
Foundation Course 2 / Core (Subject Centric) 2	Paper 20	5	5	4	1	5	3	100	25	125	50	
	<b>TOTAL</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>5</b>	<b>25</b>		<b>500</b>	<b>125</b>	<b>625</b>	<b>250</b>	

\*Internal Assessment: For the purpose of internal assessment the department will conduct three tests (with equal weight of marks). Best two scores of a student in these tests will be considered to obtain the internal assessment score of that student.

Foundation Course / Core (Subject Centric): for Details, refer Appendix 9.

**Appendix-3**

**Scheme of teaching and examination under semester pattern Choice Based Credit System (CBCS) for M.Sc. (Tech) Applied Geology**

<b>Semester I for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 1	Paper 1	4	-	4	4	3	80	20	100	40	
Core 2	Paper 2	4	-	4	4	3	80	20	100	40	
Core 3	Paper 3	4	-	4	4	3	80	20	100	40	
Core 4	Paper 4	4	-	4	4	3	80	20	100	40	
Pract. Core 1 & 2	Practical 1	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 3 & 4	Practical 2	-	8	8	4	3-8*	100**	-	100		40
Seminar 1	Seminar 1	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester II for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 5	Paper 5	4	-	4	4	3	80	20	100	40	
Core 6	Paper 6	4	-	4	4	3	80	20	100	40	
Core 7	Paper 7	4	-	4	4	3	80	20	100	40	
Core 8	Paper 8	4	-	4	4	3	80	20	100	40	
Pract. Core 5 & 6	Practical 3	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 7 & 8	Practical 4	-	8	8	4	3-8*	100**	-	100		40
Seminar 2	Seminar 2	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester III for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 9	Paper 9	4	-	4	4	3	80	20	100	40	
Core 10	Paper 10	4	-	4	4	3	80	20	100	40	
Core 11	Paper 11	4	-	4	4	3	80	20	100	40	
Core 12	Paper 12	4	-	4	4	3	80	20	100	40	
Pract. Core 9 & 10	Practical 5	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 11 & 12	Practical 6	-	8	8	4	3-8*	100**	-	100		40
Seminar 3	Seminar 3	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester IV for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 13	Paper 13	4	-	4	4	3	80	20	100	40	
Core 14	Paper 14	4	-	4	4	3	80	20	100	40	
Core 15	Paper 15	4	-	4	4	3	80	20	100	40	
Core 16	Paper 16	4	-	4	4	3	80	20	100	40	
Pract. Core 13 & 14	Practical 7	-	8	8	4	3-8*	100**	-	100		40
Pract. Core 15 & 16	Practical 8	-	8	8	4	3-8*	100**	-	100		40
Seminar 4	Seminar 4	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester V for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 17	Paper 17	4	-	4	4	3	80	20	100	40	
Core 18	Paper 18	4	-	4	4	3	80	20	100	40	
Core Elective 1	Paper 19	4	-	4	4	3	80	20	100	40	
Foundation Course 1 / Core (Subject Centric) 1	Paper 20	4	-	4	4	3	80	20	100	40	
Pract. Core 17 & 18	Practical 9	-	8	8	4	3-8*	100**	-	100		40
Pract. Core Elective 1	Practical 10	-	8	8	4	3-8*	100**	-	100		40
Seminar 5	Seminar 5	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

<b>Semester VI for M.Sc. Program in M.Sc. (Tech) Applied Geology</b>											
Code	Theory / Practical	Teaching scheme (Hours / Week)			Credits	Examination Scheme					
		Th	Pract	Total		Duration in hrs.	Max. Marks		Total Marks	Minimum Passing Marks	
							External Marks	Internal Ass		Th	Pract
Core 19	Paper 21	4	-	4	4	3	80	20	100	40	
Core 20	Paper 22	4	-	4	4	3	80	20	100	40	
Core Elective 2	Paper 23	4	-	4	4	3	80	20	100	40	
Foundation Course 2 / Core (Subject Centric) 2	Paper 24	4	-	4	4	3	80	20	100	40	
Pract. Core 19, 20	Practical 11	-	8	8	4	3-8*	100**	-	100		40
Pract. Core Elective 2	Practical 12	-	8	8	4	3-8*	100**	-	100		40
Seminar 6	Seminar 6	2	-	2	1			25	25	10	
	<b>TOTAL</b>	<b>18</b>	<b>16</b>	<b>34</b>	<b>25</b>		<b>520</b>	<b>105</b>	<b>625</b>	<b>170</b>	<b>80</b>

Note: Th = Theory; Pr = Practical/lab, \* = If required, for two days.

\*\* = The Practical shall be evaluated by both the External and Internal Examiner in the respective Department / Center / Affiliated College as per guidelines appended with this direction.

1. In each semester, the student will have to deliver a seminar on any topic relevant to the syllabus / subject encompassing the recent trends and development in that field / subject. The topic of the seminar will be decided at the beginning of each semester in consultation with the supervising teachers. The student has to deliver the seminar which will be followed by discussion. The seminar will be open to all the teachers of the department, invitees, and students.
2. Internal Assessment Marks will be as per appendix attached in this direction.

3. Foundation Course / Core (Subject Centric): for Details, refer Appendix 9.
4. One credit of 25 marks for theory / tutorial will be of one clock hour per week, running for 15 weeks.
5. One credit of 25 marks for practical / project / seminar will be of two clock hour per week, running for 15 weeks.

#### **Appendix-4**

##### **Project Work Scheme / Guidelines for the Students, Supervisors and Examiners**

Every student is required to carry out a project work in semester IV. The project can be of following types. A) Experimental Project Work; OR B) Field Based Project Work; OR C) Review writing based Project Work.

##### ***Experimental Project Work and Field Based Project Work:***

Student can carry out Experimental / Field Based Project Work on a related research topic of the subject /course. It must be an original work and must indicate some degree of experimental work / Field work. On the basis of this work, student must submit the Project Report (typed and properly bound) in two copies at least one month prior to commencement of the final Practical / lab Examination of Semester IV or VI as applicable. The project report shall comprise of Introduction, Material and Methods, Results, Discussion, Summary, Conclusion and, References along with the declaration by the candidate that the work is original and not submitted to any University or Organization for award of the degree and certificate by the supervisor and forwarded through Head / Course-coordinator / Director of the Department / Centre or the Principal of the College

##### ***Review writing based Project Work.***

Student can carry out review writing Based Project Work on a related topic of the subject / course. It must be a review of topic based on research publications. Student shall refer peer reviewed original research publications and based on findings, write a summary of the same. The pattern of review writing shall be based on reputed reviews published in a standard, peer reviewed journals. On the basis of this work, student must submit the Project Report (typed and properly bound) in two copies at least one month prior to commencement of the final Practical / lab Examination of Semester IV or VI as applicable. The project report shall comprise of Abstract, Introduction, detailed review, Discussion, Summary, Conclusion and, References along with the declaration by the candidate that the work is original and not submitted to any University or Organization for award of the degree and certificate by the supervisor and forwarded through Head / Course-coordinator / Director of the Department / Centre or the Principal of the College

The supervisors for the Project Work shall be from the following.

A person shall be an approved faculty member in the relevant subject.

OR

Scientists of National Laboratories / Regional Research Laboratories who are approved by dint of their appointments in such facilities by the Union Government / the State Government / Nagpur University / Other Universities recognized by UGC.

The Project Work will carry total 100 marks and will be evaluated by both external and internal examiner in the respective Department / Center / Affiliated College.

The examiners will evaluate the Experimental Project Work taking into account the Coverage of subject matter, Arrangement and presentation, References, etc.

For written Project work	: 40 Marks	– Evaluated jointly by External & Internal
Presentation	: 20 Marks	– Evaluated jointly by External & Internal
For Viva-Voce	: 20 Marks	– Evaluated by External examiner
Internal Assessment	: 20 Marks	– Evaluated by Internal examiner

Total	: 100 Marks
-------	-------------

## Appendix-5

### Seminar

#### Guidelines for Students, Supervisors and Examiners

In each semester (Except M. Sc. Mathematics), the student will have to deliver a seminar on any topic relevant to the syllabus / subject encompassing the recent trends and development in that field / subject. The topic of the seminar will be decided at the beginning of each semester in consultation with the supervising teachers. The student has to deliver the seminar which will be followed by discussion. The seminar will be open to all the teachers of the department, invitees, and students.

The students should submit the seminar report typed and properly bound in two copies to the head of the department. The said shall be evaluated by the concerned supervisor / head of the department. The marks of the seminar shall be forwarded to the university within due period through head of the Department. The record of the seminar should be preserved till the declaration of the final result.

## Appendix 6

### Internal Assessment:

1. The internal assessment marks shall be awarded by the concerned teacher.
2. The internal assessment shall be completed by the College / University at least 15 days prior to the final examination of each semester. The Marks shall be sent to the University immediately after the Assessment in the prescribed format.
3. For the purpose of internal assessment the University Department / College shall conduct one to three assignments described below. Best two scores of a student in these tests shall be considered to obtain the internal assessment score of that student.
4. General guidelines for Internal Assessment are:
  - a) The internal assessment marks assigned to each theory paper as mentioned in Appendix 1 shall be awarded on the basis of assignments like class test, attendance, home assignments, study tour, industrial visits, visit to educational institutions and research organizations, field work, group discussions or any other innovative practice / activity.
  - b) There shall be one to three assignments (as described above) per Theory paper.
  - c) There shall be no separate / extra allotment of work load to the teacher concerned. He/ She shall conduct the Internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
  - d) The concerned teacher / department / college shall have to keep the record of all the above activities until six months after the declaration of the results of that semester.
  - e) At the beginning of each semester, every teacher / department / college shall inform his / her students unambiguously the method he / she propose to adopt and the scheme of marking for internal assessment.
  - f) Teacher shall announce the schedule of activity for internal assessment in advance in consultation with HOD / Principal.
  - g) Final submission of internal marks to the University shall be before the commencement of the University Theory / Practical examinations whichever is later.



## Appendix 7

### Practical Examination

- Each practical carries 100 marks. For the examination, the distribution of the marks shall be as follows:
  - Record / Journal / Internal assessment : 20 marks – Evaluated by Internal
  - Practical Performance : 60 marks – Evaluated jointly by  
External & Internal
  - Viva-voce : 20 marks - Evaluated by External

NOTE: Practical performance shall be jointly evaluated by the External and Internal Examiner.  
In case of discrepancy, the External Examiner's decision shall be final.
- Practical exam shall be of 3 to 8 hours duration for one or two days, depending on subject and number of students.
- The Practical Record of every student shall carry a certificate as shown below, duly signed by the teacher-in-charge and the Head of the Department.
- If the student fails to submit his / her certified Practical Record duly signed by the Teacher-In-Charge and the Head of the Department, he / she shall not be allowed to appear for the Practical Examination and no Marks shall be allotted to the student.
- The certificate template shall be as follows:

### CERTIFICATE

Name of the college / institution \_\_\_\_\_

Name of the Department: \_\_\_\_\_

This is to certify that this Practical Record contains the bonafide record of the Practical work of Shri / Shrimati / Kumari \_\_\_\_\_ of M. Sc. \_\_\_\_\_  
\_ Semester \_\_\_\_\_ during the academic year \_\_\_\_\_. The candidate has satisfactorily completed the experiments prescribed by Rashtrasant Tukdoji Maharaj Nagpur University for the subject \_\_\_\_\_

Dated \_\_\_/\_\_\_/\_\_\_\_\_

Signature of the teacher who taught the examinee

- \_\_\_\_\_
- \_\_\_\_\_

Head of the Department

## Appendix 8

### Subject wise Core Elective Papers:

M. Sc. Subject	Core elective paper to be opted in sem III (Sem V in case of M. Sc. (Tech) Applied Geology)	Core elective paper to be opted in sem IV (Sem VI in case of M. Sc. (Tech) Applied Geology)
M. Sc. (Physics)	Materials Science I	Materials Science II
	X-ray I	X-ray II
	Nanoscience and Nanotechnology I	Nanoscience and Nanotechnology II
	Atomic and Molecular Physics I	Atomic and Molecular Physics II
	Applied Electronics I	Applied Electronics II
	Methods of Theoretical Physics I	Methods of Theoretical Physics II
	Nonlinear Dynamics I	Nonlinear Dynamics II
M. Sc. (Chemistry)	Nuclear Chemistry I	Nuclear Chemistry II
	Environmental Chemistry I	Environmental Chemistry II
	Polymer Chemistry I	Polymer Chemistry II
	Medicinal Chemistry I	Medicinal Chemistry II
M. Sc. (Mathematics)	Complex Analysis	Dynamical Systems
	Functional Analysis	Partial Differential Equations
	Mathematical Methods	Advanced Numerical Methods
M. Sc. (Statistics)	Mathematical Programming	Operations Research
	Computer Programming	Reliability Theory
	Survival Analysis	Data Mining
	Bioassay	Time Series Analysis
M. Sc. (Computer Science)	Neural Network	Design and Analysis of Algorithm
	Multimedia Technologies	Embedded System
	ASP.NET	Pattern Recognition
M. Sc. (Information Technology)	Soft Computing	Design and Analysis of Algorithm
	Distributed Databases	Cloud Computing
	Object Oriented Analysis and Design using UML	Mobile Computing
M. Sc. (Electronics)	Digital signal Processing	Microwave and Optical Communication
	Digital Image Processing	Computer Communication
M. Sc. (Botany)	Molecular Biology and Plant Biotechnology I	Molecular Biology and Plant Biotechnology II
	Reproductive Biology of Angiosperms- I	Reproductive Biology of Angiosperms- II
	Advanced Phycology and Hydrobiology I	Advanced Phycology and Hydrobiology II
	Mycology and Plant pathology I	Mycology and Plant pathology II
	Palaeobotany I	Palaeobotany II
	Palynology I	Palynology II
	Plant Physiology I	Plant Physiology II
M. Sc. (Zoology)	Entomology II	Entomology IV
	Fish & Fisheries II	Fish & Fisheries IV
	Mammalian Reproductive Physiology (MRP) II	Mammalian Reproductive Physiology (MRP) IV
	Animal Physiology II	Animal Physiology IV
	Cell Biology II	Cell Biology IV
	Fresh Water Zoology II	Fresh Water Zoology IV
	Aquaculture II	Aquaculture IV
	Environmental Biology II	Environmental Biology IV
	Sericulture II	Sericulture IV
M. Sc. (Microbiology)	Microbial Diversity, Evolution and Ecology (MDEE) I	Microbial Diversity, Evolution and Ecology (MDEE) II
	Bioinformatics (BIF) I	Bioinformatics (BIF) II
M. Sc. (Biochemistry)	Biochemical & Environmental Toxicology	Clinical Research
	Nutritional Biochemistry	Applied Nutritional Biochemistry
M. Sc. (Biotechnology)	Industrial Biotechnology I	Industrial Biotechnology II
	Environmental Biotechnology I	Environmental Biotechnology II
M. Sc. (Environmental)	Water & Water Treatment	Environmental Impact assessment

Science)		and Legislation
	Water supply and resources	Environmental Management
M. Sc. (Molecular Biology and Genetic Engineering)	Molecular Diagnostics Methods	Molecular Diagnostics
	Plant Genetic Engineering I	Plant Genetic Engineering II
	Bioinformatics I	Bioinformatics II
M. Sc. (Geology)	Mining Geology & Mineral Exploration	Exploration Geochemistry
	Applied & Industrial Micropaleontology	Quaternary Geology & Limnogeology
	Petroleum Exploration	Basin Analysis & Sequence Stratigraphy
		Marine Geology & Oceanography
M. Sc. (Tech) Applied Geology	Exploration Geochemistry	Petroleum Exploration
	Quaternary Geology & Limnogeology	Basin Analysis & Sequence Stratigraphy
		Marine Geology & Oceanography
M. Sc. (Medicinal Plants)	Natural Plant Products and Phytochemistry - I	Natural Plant Products and Phytochemistry – II
	Forensic & Industrial Botany - I	Forensic & Industrial Botany – II

## Appendix 9

**Foundation Course / Core (Subject Centric):** Student can choose either Foundation course paper or Core (Subject Centric) paper at the beginning of Semester III. Once the choice between Foundation Course / Core (Subject Centric) is made by the candidate at the beginning of Semester III, it can not be changed in Semester IV.

Part A:

**Foundation Course:** (Candidate can opt for any one foundation course paper as shown below in the semester III and IV (Semester V & VI in case of M. Sc. (Tech) Applied Geology). However, Student shall opt for this paper from any other subject other than his / her main subject for postgraduation (Ex. A candidate pursuing M. Sc. Mathematics can opt for foundation course papers mentioned in other M. Sc. Subjects except papers mentioned under M. Sc. Mathematics). If the candidate decides to opt for foundation course papers then he/she shall not be eligible to opt for Core (Subject Centric) papers in their respective subjects).

List of foundation courses available:

M. Sc. Subject	Foundation Course I in semester III (Sem V in case of M. Sc. (Tech) Applied Geology)	Foundation Course II in Semester IV (Sem VI in case of M. Sc. (Tech) Applied Geology)
M. Sc. (Physics)	Fundamentals of Spectroscopy	Spectroscopic applications
	Fundamentals of Nanoscience and Nanotechnology	Optics and Optical Instruments
M. Sc. (Chemistry)	Applied Analytical Chemistry I	Applied Analytical Chemistry II
M. Sc. (Mathematics)	Elementary Mathematics	Elementary Discrete Mathematics
	Elementary Mathematical Methods	Fuzzy Mathematics II
	Elementary Numerical Methods	Linear Programming
	Fuzzy Mathematics I	MATLAB Programing
M. Sc. (Statistics)	Foundation course in Mathematical Statistics	Foundation course in Applied Statistics
M. Sc. (Computer Science)	Operating system concepts	Advances in information technology
	Principles of Management	Banking Operations And Services
	E-Business	Information Security And Cyber Law
M. Sc. (Information Technology)	Operating system concepts	Advances in information technology
	Principles of Management	Enterprise Resource Planning
	E-Business	Information Security And Cyber Law
M. Sc. (Electronics)	Basic Electronics	PC and PC Interfacing
M. Sc. (Botany)	General Botany	Applied Botany
M. Sc. (Zoology)	Elementary Zoology	Applied Zoology
	Basic Entomology	Applied & Industrial Entomology
	Fresh Water Fisheries	Applied Fresh Water Fisheries
	Human Physiology	Applied Human Physiology
M. Sc. (Microbiology)	General Microbiology	Advanced Microbiology
M. Sc. (Biochemistry)	Biomolecules and Basic Metabolism	Enzyme Technology
M. Sc. (Biotechnology)	Introductory Biotechnology	Molecular Biotechnology
M. Sc. (Environmental Science)	Fundamentals of Environmental Science-I	Fundamentals of Environmental Science -II
M. Sc. (Molecular Biology and Genetic Engineering)	Molecular Biology	Recombinant DNA Technology and Plant Genetic Engineering
M. Sc. (Geology)	Introduction to Geology	Paleobiology
M. Sc. (Tech) Applied Geology	Introduction to Geology	Paleobiology
M. Sc. (Medicinal Plants)	Fermentation Technology	Ethnobotany

Part B:

**Core (Subject Centric):** (Candidate can opt for this paper as shown below in the semester III and IV (Semester V & VI in case of M. Sc. (Tech) Applied Geology) in their main subject of postgraduation only (Ex. A candidate pursuing M. Sc. Mathematics can opt for Core (Subject Centric) papers from M. Sc. Mathematics ONLY). If the candidate decides to opt for Core (Subject Centric) papers in their main subject of postgraduation then he/she shall not be eligible to opt for foundation course papers neither in their own subject nor in any other subject).

List of Core (Subject Centric) course available in the respective subject:

M. Sc. Subject	Core (Subject Centric) I in semester III (Sem V in case of M. Sc. (Tech) Applied Geology)	Core (Subject Centric) II in Semester IV (Sem VI in case of M. Sc. (Tech) Applied Geology)
M. Sc. (Physics)	Solid Earth Geophysics	Nonlinear Geophysics
	Nanoscience & Nanotechnology	Experimental Techniques in Physics
	Quantum Computing	Communication Electronics
	Digital Electronics & Microprocessor	Electroacoustics
M. Sc. (Chemistry)	Spectroscopy I	Spectroscopy II
M. Sc. (Mathematics)	Operation Research I	Operation Research II
M. Sc. (Statistics)	Industrial Process and Quality Control	Industrial Statistics
	Demography	Actuarial Statistics
	Statistical Ecology	Stochastic Models in Finance
	Statistical Genetics	Statistical Pattern Recognition
M. Sc. (Computer Science)	Mobile Computing	Parallel Computing
	Digital & Cyber Forensics	Mobile & Cyber Forensics
M. Sc. (Information Technology)	CORBA	Enterprise Computing
	Digital & Cyber Forensics	Mobile & Cyber Forensics
M. Sc. (Electronics)	Mechatronics	Mobile and Satellite Communication
M. Sc. (Botany)	Aesthetic Botany	Plant Resources
M. Sc. (Zoology)	Wild Life & Avian Biology	Radiation & Chronobiology
M. Sc. (Microbiology)	Drugs & Disease Management (DDM)	Vaccines & Delivery Systems
M. Sc. (Biochemistry)	Bioresearch Techniques I	Bioresearch Techniques I
M. Sc. (Biotechnology)	Diagnostic Medical Biotechnology	Therapeutic Medical Biotechnology
M. Sc. (Environmental Science)	Advanced Water & Waste Water Treatment	Disaster Management
M. Sc. (Molecular Biology and Genetic Engineering)		
M. Sc. (Geology)	Environmental Geology & Engineering Geology	Fuel Geology (Coal, Petroleum & Nuclear)
M. Sc. (Tech) Applied Geology	Environmental Geology & Geohazards	Geodesy & Mapping
M. Sc. (Medicinal Plants)	Cultivation & Utilization of Medicinal Plants	Cultivation & Utilization of Aromatic Plants

## Appendix-10

### General Rules and Regulations regarding pattern of question paper, absorption scheme and choice based credit system:

#### A) Pattern of Question Paper

1. There will be four units in each paper.
2. Maximum marks of each theory paper will be 80 (In M. Sc. Mathematics, each paper will be of 100 marks)
3. Question paper will consist of five questions, each of 16 marks (In M. Sc. Mathematics, each question will be of 20).
4. Four questions will be on four units with internal choice (One question on each unit).
5. Fifth question will be compulsory with questions from each of the four units having equal weightage and there will be no internal choice.

#### B) Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

M. Sc. Program shall consist of four semesters, wherein the student has to complete 100 credits. Each subject (or course) has fixed number of credits. The types of subject subheads are: Core, Core Pract, Core (Subject Centric), Core Elective, Core Elective Pract, Foundation Course, Seminar and Project / Review writing.

#### Explanatory terms:

1. **Core:** Major theory papers in the concerned subject.
2. **Core Elective:** These papers will be specialization in the concerned subject. Ex. Zoology – MRP, AP, Fisheries, Entomology etc.
3. **Foundation Course / Core (Subject Centric):** For details, refer Appendix 9.
4. **Project / Review writing:** Project / Review writing is in semester IV (Sem VI in Geology).
5. **Seminar:** The seminar in each semester shall be presented by the candidate in his / her parent department only.

#### Credits:

It is a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work / field work per week.

For example a subject with 6-2-6 (L-T-P) means it has 6 Lectures, 2 Tutorial and 6 Practical in a week. This subject will have ten credits ( $6 \times 1 + 2 \times \frac{1}{2} + 6 \times \frac{1}{2} = 10$ ). If a student is declared pass in a subject, then he/she gets the credits associated with that subject. Depending on the marks scored in a subject, student is given a Grade. Each grade has got certain grade points as follows:

Letter Grade	O	A+	A	B+	B	C	P	F	Ab
Grade Point	10	09	08	07	06	05	04	0	0

A student obtaining Grade F shall be considered failed and will be required to reappear for the examination.

#### Valuation pattern:

Every credit is for 25 marks and valuation and grade points will be given as per following pattern.

Marks obtained in Theory / Practical of 100 marks	Marks obtained in Theory / Practical of 50 marks	Marks obtained in Theory / Practical of 25 marks	Letter Grade	Grade point
91-100	46-50	23-25	O	10
81-90	41-45	20-22	A+	09
71-80	36-40	18-19	A	08
61-70	31-35	15-17	B+	07
51-60	26-30	13-14	B	06
41-50	21-25	11-12	C	05
= 40	=20	=10	P	04
<40	<20	<10	F	0
Ab	Ab	Ab	Ab	0

#### Computation of SGPA and CGPA

Following is the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

### Illustration for SGPA

Code	Theory / Practical	Credits	Marks Obtained	Out of	Grade Point	Grade Letter	Credit Point (Credit x Grade Point)
Core 1	Paper 1	4	91	100	10	O	4x10=40
Core 2	Paper 2	4	89	100	9	A+	4x9=36
Core 3	Paper 3	4	50	100	5	C	4x5=20
Core 4	Paper 4	4	78	100	8	A	4x8=32
Pract. Core 1 & 1	Practical 1	4	89	100	9	A+	4x9=36
Pract. Core 3 & 4	Practical 2	4	85	100	9	A+	4x9=36
Seminar 1	Seminar 1	1	23	25	10	O	1x10=10
	<b>Total</b>	<b>25</b>					<b>210</b>
Thus, <b>SGPA = 210/25 = 8.4</b>							

ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e.

$$CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$$

where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

### Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 25 SGPA: 8.46	Credit : 25 SGPA: 7.83	Credit : 25 SGPA: 5.69	Credit : 25 SGPA: 6.31

Thus,

$$CGPA = \frac{25 \times 8.46 + 25 \times 7.83 + 25 \times 5.69 + 25 \times 6.31}{100}$$

$$= \frac{211.5 + 195.75 + 142.45 + 157.75}{100} = \frac{707.25}{100} = 7.0725 \quad \text{i.e. } 7.07$$

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts. Ex. 7.0765 = 7.08 or 7.0755 = 7.07 or 6.5168 = 6.52 etc.

Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CCPA, the HEIs may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.





**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017)

**DIRECTION NO 46 OF 2022**

**ADMISSIONS AND EXAMINATIONS LEADING TO THE AWARD OF THE DEGREE OF BACHELOR OF ARTS (CHOICE BASED CREDIT SYSTEM) (THREE YEAR DEGREE COURSE) DIRECTION, 2022.**

**Whereas**, Maharashtra Public Universities Act, 2016 (VI of 2017) (hereinafter the Act) has come into force from 1<sup>st</sup> March 2017;

AND

Whereas, the University has issued Direction No.15 of 2017 dealing with the composition of the four faculties created by the Act, where under the existing different faculties of the University have been merged into the four new faculties created by the Act, by which the erstwhile independent faculties of "Arts" and "Social Sciences" have been merged in the new faculty of "Humanities" under the Act;

AND

**Whereas**, the University Grants Commission, New Delhi vide letter No.D.O.No.F-1-2/2008 (XI Plan) dated 31<sup>st</sup> January 2008 regarding new initiatives under the XI Plan-Academic Reforms in the University has suggested for improving quality of higher education and to initiate the Academic Reforms at the earliest,

AND

**Whereas**, the Special Task Committees under the erstwhile faculties of Arts and Social Sciences in their meetings held during 02<sup>nd</sup> March 2016 to 16<sup>th</sup> May 2016, prepared the syllabi and scheme of examination for the Bachelor of Arts, Semester Pattern (Three Year Degree Course) in the erstwhile Faculties of Arts and Social Science and recommended to the Hon'ble Vice-Chancellor for starting the said course from the academic session 2016-17;

AND

**Whereas**, the Hon'ble Vice Chancellor of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur in exercise of his powers under 14(7) of the Maharashtra University Act, 1994 ( since repealed by the Act VI of 2017) had considered, accepted and recommended to the Academic Council, on behalf of the Board of Studies under the Faculties of Arts and Social Science, the policy decision regarding introduction of Bachelor of Arts, Semester Pattern

*[Handwritten signatures in blue and red ink]*



, course, it's syllabi along with the draft Direction and the scheme of examination for semesters-I to VI;

AND

**Whereas**, the Academic Council in its meeting held on 08<sup>th</sup> June, 2016 vide item No. 1(B) & 4 (B) has considered, accepted and recommended to Management Council, the syllabus for the for Bachelor of Arts (Three Year Degree Course) in the Faculty of Arts & Social Science, (Semester Pattern) with draft direction and the Scheme of examination of Semester-I to VI;

AND

**Whereas**, the Management Council in its meeting held on 14<sup>th</sup> June, 2016 vide item No. 96 (B)& 99(B), had considered and accepted the course of Bachelor of Arts, (semester pattern) (Three Years Degree Course) in the erstwhile Faculties of Arts & Social Science, with draft Direction and scheme of examination of Semester-I to VI;

AND

**Whereas**, Direction No. 12 of 2016, introducing the semester pattern Bachelor of Arts (Three Year Degree Course) from the Academic Session 2016-17 had been issued by the University;

AND

Whereas, the University had issued Direction No. 13 of 2017 prescribing "conditions for conduct of undergraduate and post graduate examinations based on credit based/choice based credit system, in all faculties, Direction, 2017" on 06/06/2017, prescribing certain conditions relating to maximum and minimum passing marks in the theory /practical subjects prescribed in the semester of a course, the maximum theory and practical subjects in a semester, rules of exemption and ATKT, and also the coding pattern for the subjects in each semester of the course;

AND

Whereas, provision for Additional B.A. on the lines prescribed in Ordinance No. 146/1997, since repealed, had been provided vide the decision of the Vice-Chancellor taken under section 12(7) of the Act, on behalf of the faculty of Humanities, on 05-01-2019 and the same were incorporated in the Direction no. 04 of 2019;

AND

Whereas, in the meeting of Board of Deans held on 19.7.2021 certain recommendations were made regarding regrouping of subjects to be opted by the students, Credit allocation and conduct of examination for the B.A. Program, the said recommendations were accepted in the Faculty meetings held on 3<sup>rd</sup> and 7<sup>th</sup> August 2021 and the Academic Council in its meeting held on 9<sup>th</sup> August 2021 approving the said changes recommended the same to the Management Council for its acceptance which were considered and approved by the Management council in its meeting dated 13<sup>th</sup> August 2021.

AND





Whereas, in order to give effect to the provisions of New National Education Policy certain changes in the scheme of examination were accepted and recommended by the Board of Studies in various subjects of Arts/Humanities in their meetings dated 30.8.2022

AND

Whereas, the meetings of Faculty of Humanities and Academic Council are not scheduled in near future and there was exigency to implement the new scheme of examination from the Academic Year 2022-23 for Bachelor of Arts and therefore the scheme of examination was accepted by Vice Chancellor exercising the powers conferred under section 12(7) of the Act;

AND

Whereas, Direction No. 28 of 2021- replacing Direction No. 11 of 2020 was issued by the University but the same has lapsed by virtue of the provision of proviso to section 12(8) of the Act necessitating the issuance of a fresh Direction, incorporating the provisions of the lapsed Direction with changes necessitated by the decisions of various authorities referred above;

Now, therefore, I, Dr. Subhash R. Chaudhari, in exercise of my powers under section 12(8) of the Act, do hereby issue the following Direction;

1. This Direction may be called **“Admissions and Examinations leading to the award of the Degree of Bachelor of Arts (Choice Based Credit System) (Three Year Degree Course) Direction, 2022”**
2. This Direction shall come into force from the date of its issuance.
3. The duration of the B.A. course shall be of three academic years consisting of six semesters with the University examinations at the end of each semester namely:
  - a) B.A. Semester I Exam
  - b) B.A. Semester II Exam
  - c) B.A. Semester III Exam
  - d) B.A. Semester IV Exam
  - e) B.A. Semester V Exam
  - f) B.A. Semester VI Exam
4. The theory examinations of semesters-I, III, and V shall be conducted by the respective colleges where the students have been formally admitted for pursuing the studies in respect of the program govern by this Direction and the theory examinations for semesters II IV and VI and also the practical examinations, wherever prescribed, irrespective of the semesters, shall be conducted by the University at the places and according to the Time table notified by the University.  
The regular examinations for the odd semesters shall be conducted in Winter and the regular examinations for the even semesters shall be conducted in the Summer. The modality and details of semester I, III and V examinations to be conducted by the Colleges shall be notified separately by the University.



## 5. ELIGIBILITY TO THE COURSE:

In order to be eligible for admission to the 1<sup>st</sup> semester of Bachelor of Arts, Semester Pattern ( Three Year Degree) course, the applicant should have passed the 12<sup>th</sup> standard examination of the Maharashtra State Board of Secondary and Higher Secondary Education in the Faculty of Arts or Faculty of Commerce or Faculty of Science, Vocational Stream, Professional Courses or any other 10+2 examination with English as one of the compulsory subject. Where, however, the applicant has passed the 12<sup>th</sup> standard examination without English as the compulsory paper such applicant shall have to obtain the eligibility certificate from the University.

## 6. ELIGIBILITY FOR ADMISSION IN EXAMINATION:-

Subject to compliance with the provisions of this Direction and of other ordinances in force from time to time, the following persons shall be eligible for admission to the examination:-

- (a) A student who has prosecuted a regular course of study for not less than six months prior to that examination;
- (b) A teacher in an educational institution eligible under the provisions of Ordinance No. 18;
- (c) An external student.

Provided that in the case of the candidates eligible under clause (a) and ( b ) above the candidate shall have attended a course of laboratory instructions by obtaining casual admission in a college for the subject in which laboratory work is prescribed. Such a candidate shall submit a certificate to that effect signed by the Principal of the college.

- (d) For external candidate the internal mark of a subject/paper shall be awarded in proportion to the marks secured by him/her in the University examination in the theory or practical subject/paper.

7. **ATKT Rules:-** Only the students who have taken admission as regular students are eligible for the benefits of the ATKT rules hereunder. Thus the external students and the students appearing in examinations under para 6 (b) above and para 21 hereinafter are not eligible for the benefit of the ATKT rules.

The ATKT rules for admission in higher semesters of the B.A. ( Choice Based Credit System) course shall be as given in following table:

	Admission Semester to	The student should have attended the session satisfactorily and appeared for the examination.	Candidate should have passed in at least 50% of the passing heads of the examinations, fraction, if any, to be ignored (Theory and Practical being separate passing heads.)
A	B.A.I <sup>st</sup> Semester	-----	-----
B	B.A.II <sup>nd</sup> Semester	B.A. Ist semester	-----
C	B.A.III <sup>rd</sup> Semester	B.A. II <sup>nd</sup> semester	Semester I and Semester II examinations taken together.
D	B.A.IV <sup>th</sup> Semester	B.A. III <sup>rd</sup> semester	-----
E	B.A.V <sup>th</sup> Semester	B.A. IV semester	a) Should have passed the examinations of semester I and semester II, And b) 50% of the total number of heads prescribed for semester III and semester IV examinations.
F	B.A.VI <sup>th</sup> Semester	B.A. V semester	-----

- 8) a) Without prejudice to other provisions of Ordinance no. 6 relating to the examination in general, provisions of Para 5, 8, 10 and 31 of the said ordinance shall apply to every student admitted to this course.
- b) The students admitted to this Degree Course shall be governed by the general Ordinances/ Directions of the University which are applicable to all the regular, external and ex-students. These ordinances include complete as well as relevant provision of Ordinance No. 1, 2, 6, 7-A, 9, 10, 19, 109, ordinance No. 30 of 2006, (Amended Ordinance No. 4 of 2006), Direction 9 of 2008, Direction 5 of 2004, wherever applicable.



- 9) The fee for the course including the tuition, examination, laboratory and other fees shall be as prescribed by the university from time to time.
- 10) Students can opt. following papers for the B.A. Semester I to VI as per the details given below:-

Paper – I Code – 1T1	Compulsory English	Compulsory subject	Compulsory
Paper – II Code – 1T2	Second Language: Marathi, Hindi, Urdu, Supplementary English, Gujrati, Bengali, Telugu, Sanskrit, French, German, Russian, Persian, Arabic, Pali and Prakriti or Latin	Any one of these languages	Compulsory
Elective – I Code – 1T3	Marathi Literature, Hindi Literature, Urdu Literature, Gujrati Literature, Bengali Literature, Telugu Literature, French Literature, German Literature, Russian Literature, Persian Literature, Arabic Literature, Pali and Prakrit Literature, Latin Literature, Sanskrit Literature, Communicative English, Functional English, English Literature, Functional Hindi,	Choose any 03 Electives from these groups and maximum one subject from each elective.	Optional
Elective – II Code – 1T4	Sociology, Ancient Indian History Culture & Archaeology,		
Elective – III Code – 1T5	History, Buddhist Studies, Library and information Science		
Elective – IV Code – 1T6	Political Science, Public Administration Mathematics		

P.P.

Elective – V Code – 1T7	Economics, Dr. Ambedkar Thoughts, Gandhian Thoughts, Philosophy		
Elective – VI Code – 1T8	Home Economics, Drama, Statistics		
Elective – VII Code – 1T9	Geography, Military Science, Fashion Designing		
Elective – VIII Code – 1T10	Psychology, Music, Fine Arts		
Elective – IX Code – 1 T 11	Internship : Only for VI Semester Students		Optional
Core Audit Course – X Code – 1 T 12	A) Indian Constitution: Semester II B) Environment: Semester IV C) Skill Based Program (Online): One every year Annexure-I		Compulsory

Note: The coding of the subjects in the semester II onward shall be on the lines of the coding in the first semester. Thus the theory papers in semester II shall be coded as 2T1 to 2T12 and so on. In case of the practical subject the same shall be coded as 1P1, 1P2 or 2P1,2P2 or 3P1,3P2 and so on depending upon the semester. Also the coding may be changed to convert it in Unique Subject Code.

- 11) The five subject offered by the students at semester I level will remain unchanged till the final semester.
- 12) (a) The scope of the subjects shall be as prescribed in the syllabus.  
(b) The medium of instruction and examination shall be English, Hindi, Marathi, except for the courses in Languages and Literature.
- 13) The maximum marks assigned to each paper and minimum marks, an examinee must obtain in order to pass the examination shall be as per clause 25 herein.
- 14) The practical examination of all semester will be conducted at the end of each semester as indicated in the table given below:



Sr. No.	Name of the examination	Main Examination	Supplementary Examination
1	Semester I, III & V	Winter	Summer
2	Semester II, IV & VI	Summer	Winter

- 15) The scheme of awarding internal marks shall as per clause 26 of this Direction.
- 16) Successful examinees at the B.A. Sem-VI Examination who obtained not less than 60% marks (aggregate of Sem- I, II, III, IV, V and VI Examinations taken together) shall be placed in first division, those obtaining less than 60% but not less than 45% in second Division, and all other successful examinees below 45% in third division.
- 17) There shall be no classification of successful candidates at Sem- I to Sem-V Examination. The division of the successful candidate shall be declared at the end six semester taking in to consideration the score of all six semesters. However at the end of every semester the University shall declare SGPA and CGPA of the candidate.
- 18) An examinee successful in the minimum period prescribed for the examination, obtaining not less than 75% of the maximum marks prescribed in the subject shall be declared to have passed the examination with Distinction at that subject. Distinction shall not be awarded to an examinee availing of the provision of the exemptions and compartments at any of the examination.
- 19) Provisions of Ordinance No, 7-A relating to the condonation of Deficiency of Marks for passing an examination and compartment as amended updated vide ordinance No. 45 of 1983 shall apply to the examinations under this Direction.
- 20) The names of the successful examinee passing the examination as a whole in the minimum prescribed period and securing the grades equivalent to first and second division shall be arranged in order of merit as provided in ordinance 6 relating to examination in general.
- 21) No candidate shall be admitted to an examination under this Direction, if he / she has already passed the same examination of this university or of any other university. However, any person who has passed Final B.A. examination under this Direction or any earlier Ordinances/Direction of this University or any of the First Degree Examination of this University or of any other Statutory University may on payment of the fee prescribed by the University, from time to time, be admitted to subsequent examination in one or more optional subject/s not offered by him/her in earlier examination, without being required to prosecute regular course of studies in the subject/s in a college. Such an examinee will be required to take simultaneously all the examinations of the six semesters leading to the Degree of Bachelor

- of Arts in subject/s and on securing not less than the minimum passing marks prescribed for the subject/s shall be issued a certificate of having passed examination in the Additional subject/s as the case may be.
- 22) Successful examinees at the B.A. Semester I, II, III, IV, V and VI Examinations shall be entitled to receive a Certificate signed by the Director, Board of Examinations & Evaluation of University (DBE&E) and successful examinees at the end of B.A. Semester VI examination shall, on payment of prescribed fees, receive a Degree in the prescribed format, signed by the Vice-Chancellor.
- 23) The provisions of Direction No. 3 of 2007 for the award of grace marks for passing an examination, securing higher grade in subject(s) as updated from time to time shall apply to the examination under this direction.
- 24) **Absorption scheme** to be notified separately.

### ELIGIBILITY CERTIFICATE

**(For getting admission for Semester III or Semester V of Degree Course)**

Name of the Previous Examination \_\_\_\_\_ Year \_\_\_\_\_

This is to certify that this Shri / Shrimati / Kumari \_\_\_\_\_  
\_\_\_\_\_ is eligible

to get the admission for \_\_\_\_\_ of B.A. Degree Course.

Name and signature of the Principal  
Name of the College

Dated \_\_\_ / \_\_\_ / \_\_\_\_\_

SEAL







25. Teaching & examination scheme Bachelor of Arts, (Choice Based Credit System)( Three Year Degree Course)  
B.A. (Semester I, II, III, IV, V, VI)

Total Credit : 120

Subject	Teaching Scheme				Examination Scheme					No. of Periods
	Th	Tu	Pra c	Tota l	Maximum Theory /Practical and Internal Assessment Marks					No. of Periods (48 Min. each)
					Exam Time in Hrs	Theory Max Marks	Internal Assessment/ Prac. Marks	Total	Total Passing Marks	
Compulsory English	04	01*	----	05	3	80	20	100	40	5
Second Languages	04	----	----	04	3	80	20	100	40	4
Optional Except ELT.	05	----	----	05	3	80	20	100	40	5
Practical Subjects like Georgraphy /Home Economics /Psychology etc.	04	----	02	06	2(Th) Pracit cal (As per the syllabus)	40/ 40 (As per the syllabus)	10/ 10 (As per the syllabus)	50 50 (As per the syllabus)	20/ 20 (As per the syllabus)	6
Music**	02	----	06	08	2(Th) Pracit cal (As per the syllabus)	40/ 40 (As per the syllabus)	10/ 10 (As per the syllabus)	50 50 (As per the syllabus)	20/ 20 (As per the syllabus)	8

*J.P. Q*

<b>Fashion Designing</b>	02	----	04	06	2(Th) Practical (As per the syllabus)	40/ 40 (As per the syllabus)	10/ 10 (As per the syllabus)	50 50 (As per the syllabus)	20/ 20 (As per the syllabus)	6

**\*One tutorial period consisting of 20 students per batch for Compulsory English**

**\*\* 07 student per batch for practical (Music)**

**Core Audit Course: a) Indian Constitution : Sem. II**

**b) Environment : Sem. IV**

**c) Online Skill Based Program : One in each year.**

**Table 3**

**Table for Credit Conversion**

<b>Head</b>	<b>No. of Periods</b>	<b>Duration (Minutes)</b>	<b>Credits</b>
<b>Theory</b>	02	96	1.60
	03	144	2.40
	04	192	3.20
	05	240	4.00
	06	288	4.80
<b>Practical</b>	01	48	0.40
	02	96	0.80
	03	144	1.20
	04	192	1.60
	05	240	2.00
	06	288	2.40
<b>Tutorials</b>	01	48	0.80

*J.P.*

*[Signature]*

**Table of Grades and Grade Points:**

Sr. No.	Latter Grade	Grade Point	Mark Range	Performance
1	O	10	Above 90 upto 100	Outstanding
2	A+	09	Above 80 upto 90	Excellent
3	A	08	Above 70 upto 80	Very Good
4	B+	07	Above 60 upto 70	Good
5	B	06	Above 50 upto 60	Above Average
6	C	05	Above 45 upto 50	Average
7	P	04	40 upto 45	Pass
8	F	00	Below 40	Fail
9	AB	00	Absent	Absent

**Computation of SGPA and CGPA**

The UGC recommends the following procedure to compute the semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$


Where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

Where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.



**26. Guidelines for Internal Assessment, Theory Paper and Practical:-**

1. The internal assessment marks shall be awarded by the concerned teacher.
2. The internal assessment shall be completed by the College / University at least 15 days prior to the final examination of each semester. The Marks shall be sent to the University immediately after the assessment in the prescribed format.
3. **General guidelines for Internal Assessment are:**
  - a) The internal assessment marks assigned to each theory paper shall be awarded on the basis of assignments like class test, attendance, home assignments, study tour, visit to educational institutions and research organizations, field work, group discussions or any other innovative practice / activity, as prescribed in the relevant syllabus.
  - b) There shall be no separate / extra allotment of work load to the teacher concerned. He/ She shall conduct the internal assessment activity during the regular teaching days / periods as a part of regular teaching activity.
  - c) The concerned teacher / department / college shall keep the record of all the above activities until six months after the declaration of the results of that semester.
  - d) At the beginning of each semester, every teacher / department / college shall inform his / her students unambiguously the method he / she proposes to adopt and the scheme of marking for internal assessment, wherever the heads for award of internal marks are not specified in the syllabus of the paper.
  - e) The teacher shall announce the schedule of activity for internal assessment in advance in consultation with HOD / Principal.
  - f) Final submission of internal marks to the University shall be before the commencement of the University Theory / Practical examinations whichever is later.
27. The scope of the subjects, paper pattern for theory examination and distribution of marks shall be as prescribed by the Board of Studies of the relevant subject and as given in the syllabus.





However, broad distribution of marks for different subjects in each semester will be as under:

Subject	Theory	Internal Assessment	Practical	Internal Assessment	Total
Compulsory English.	80	20	-----		100
Second Languages.	80	20	-----		100
Optional subjects without practicals.	80	20	-----		100
Optional subjects with practicals. (Optional)	40	10	40	10	100

- 28. Practical Examination:-** 1. Practical examinations shall be of 3 to 8 hours duration for one or two days, depending on the subject and the number of students.
2. Each practical shall carry 40 marks. The distribution of the marks shall be as follows:
- Record / Journal / Internal: 10 marks – Evaluated by Internal  
10 marks – Evaluated jointly by external & internal examiners
  - Practical Performance :  
20 marks - Evaluated by external examiner
  - Viva :

- NOTES:
- Practical performance shall be jointly evaluated by the external and internal examiner. In case of differences, the external examiner's decision shall be final.
  - If the student fails to submit his / her certified Practical Record duly signed by the Teacher-In-Charge and the Head of the Department, he / she shall not be allowed to appear for the Practical Examination and no marks shall be allotted to the student.
  - The practical record of every student shall carry a certificate as shown below, duly signed by the teacher-in-charge and the Head of the Department.



**CERTIFICATE**

Name of the college / institution \_\_\_\_\_

Name of the Department: \_\_\_\_\_

This is to certify that this Practical Record contains the bonafide record of the  
Practical work of Shri / Shrimati / Kumari \_\_\_\_\_  
\_\_\_\_\_ of B.A. \_\_\_\_\_

\_\_\_\_\_ Semester \_\_\_\_\_ during the academic year \_\_\_\_\_.

The candidate has

satisfactorily completed the experiments prescribed by  
Rashtrasant Tukadoji Maharaj Nagpur University for the subject \_\_\_\_\_

Dated \_\_\_ / \_\_\_ / \_\_\_\_\_

Signature of the teacher who taught the examinee

1. \_\_\_\_\_

2. \_\_\_\_\_

Principal of the College

29. Saving :- Notwithstanding the lapse of Direction No 11 of 2020, the students who had taken admission as per the provisions of the said Direction shall continue to be govern by the scheme of the examination and other provisions dealing with A.T.K.T. etc. thereunder, until such students complete their graduation program. On failure to complete the course within the permissible time and attempts such students, at their option, may be absorbed in the new course, under this Direction, as per the absorption scheme. Such student shall be eligible to get exemption in the equivalent subjects/papers which he/she has passed. The decision regarding equivalence of the subject shall be that of the Dean of the Faculty taken in consultation with the Chairman of the relevant Board of studies

(Dr. Subhash R. Chaudhari)  
Vice-Chancellor

Dated : // / // / 2022.

Annexure – I

List of Skill based program (Online) (All Subject)

<u>Political Science</u>		
Sr. No.	Courses	Link
1.	Human Rights: Indian Perspective	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs79/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs79/preview?</a>
2.	Women, Power and Politics	<a href="https://onlinecourses.swayam2.ac.in/cc22_hs11/preview?">https://onlinecourses.swayam2.ac.in/cc22_hs11/preview?</a>
3.	Indian Government & Politics	<a href="https://onlinecourses.swayam2.ac.in/cc22_hs32/preview?">https://onlinecourses.swayam2.ac.in/cc22_hs32/preview?</a>
4.	Introduction to Western Political Thought	<a href="https://onlinecourses.nptel.ac.in/noc22_hs122/preview">https://onlinecourses.nptel.ac.in/noc22_hs122/preview</a>
5.	Indian Political Thought	<a href="https://onlinecourses.swayam2.ac.in/cc22_hs14/preview?">https://onlinecourses.swayam2.ac.in/cc22_hs14/preview?</a>
6.	Introduction to Political Theory	<a href="https://onlinecourses.swayam2.ac.in/cc21_hs38/preview?">https://onlinecourses.swayam2.ac.in/cc21_hs38/preview?</a>
7.	Society and Media	<a href="https://onlinecourses.swayam2.ac.in/cc22_ge31/preview?">https://onlinecourses.swayam2.ac.in/cc22_ge31/preview?</a>
8.	Tribal Society	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs53/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs53/preview?</a>
9.	Gender Sensitization: Society Culture and Change	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?</a>
10.	Constitutional Government & Democracy in India	<a href="https://onlinecourses.swayam2.ac.in/cc21_hs35/preview?">https://onlinecourses.swayam2.ac.in/cc21_hs35/preview?</a>



<b><u>Sociology</u></b>		
<b>Sr. No.</b>	<b>Courses</b>	<b>Link</b>
1.	Human Rights: Indian Perspective	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs79/p review?">https://onlinecourses.swyam2.ac.in/nou22_hs79/p review?</a>
2.	Women, Power and Politics	<a href="https://onlinecourses.swyam2.ac.in/cec22_hs11/p review?">https://onlinecourses.swyam2.ac.in/cec22_hs11/p review?</a>
3.	Society and Media	<a href="https://onlinecourses.swyam2.ac.in/cec22_ge31/p review?">https://onlinecourses.swyam2.ac.in/cec22_ge31/p review?</a>
4.	Tribal Society	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs53/p review?">https://onlinecourses.swyam2.ac.in/nou22_hs53/p review?</a>
5.	Gender Sensitization: Society Culture and Change	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs57/p review?">https://onlinecourses.swyam2.ac.in/nou22_hs57/p review?</a>
6.	Relevant course on Internshala	<a href="https://internshala.com/">https://internshala.com/</a>

<b><u>Public Administration</u></b>		
<b>Sr. No.</b>	<b>Courses</b>	<b>Link</b>
1.	Introduction to Public Administration	<a href="https://onlinecourses.swyam2.ac.in/cec22_hs44/preview">https://onlinecourses.swyam2.ac.in/cec22_hs44/preview</a>
2.	State and Local Governance: Machinery & Processes	<a href="https://onlinecourses.swyam2.ac.in/arp20_ap45/pre view">https://onlinecourses.swyam2.ac.in/arp20_ap45/pre view</a>
3.	Indian Government & Politics	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs32/pre view?">https://onlinecourses.swyam2.ac.in/nou22_hs32/pre view?</a>
4.	Leadership and Governance in Higher Education	<a href="https://onlinecourses.swyam2.ac.in/cec22_hs19/pre view">https://onlinecourses.swyam2.ac.in/cec22_hs19/pre view</a>
5.	Human Rights : Indian Perspective	<a href="https://onlinecourses.nptel.ac.in/noc22_lw79/pr eview?">https://onlinecourses.nptel.ac.in/noc22_lw79/pr eview?</a>
6.	Fundamentals of Citizen Centric Governance	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs46/pre view">https://onlinecourses.swyam2.ac.in/nou22_hs46/pre view</a>
7.	Urban governance and Development Management (UGDM)	<a href="https://onlinecourses.swyam2.ac.in/cec21_hs10/prev iew">https://onlinecourses.swyam2.ac.in/cec21_hs10/prev iew</a>
8.	Right to Information and good Governance	<a href="https://onlinecourses.swyam2.ac.in/cec22_hs01/p review">https://onlinecourses.swyam2.ac.in/cec22_hs01/p review</a>
9.	Gender Sensitization: Society Culture and Change	<a href="https://onlinecourses.swyam2.ac.in/nou22_hs57/p review?">https://onlinecourses.swyam2.ac.in/nou22_hs57/p review?</a>
10.	Constitutional Government &	<a href="https://onlinecourses.swyam2.ac.in/cec21_hs3">https://onlinecourses.swyam2.ac.in/cec21_hs3</a>

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Democracy in India	5/p review?
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<b><u>Dr. Ambedkar Thought</u></b>		
<b>Sr. No.</b>	<b>Courses</b>	<b>Link</b>
1.	Indian Government & Politics	<a href="https://onlinecourses.swayam2.ac.in/cec22_hs32/preview?">https://onlinecourses.swayam2.ac.in/cec22_hs32/preview?</a>
2	Leadership and Governance in Higher Education	<a href="https://onlinecourses.swayam2.ac.in/arp20_ap19/preview">https://onlinecourses.swayam2.ac.in/arp20_ap19/preview</a>
3	Human Rights : Indian Perspective	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs79/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs79/preview?</a>
4	Fundamentals of Citizen Centric Governance	<a href="https://onlinecourses.swayam2.ac.in/cec22_hs46/preview">https://onlinecourses.swayam2.ac.in/cec22_hs46/preview</a>
5	Right to Information and Good Governance	<a href="https://onlinecourses.nptel.ac.in/noc22_lw01/preview">https://onlinecourses.nptel.ac.in/noc22_lw01/preview</a>
6	Gender Sensitization : Society Culture and Change	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?</a>
7	Constitutional Government & Democracy in India	<a href="https://onlinecourses.swayam2.ac.in/cec21_hs35/preview?">https://onlinecourses.swayam2.ac.in/cec21_hs35/preview?</a>
8	Women, Power and Politics	<a href="https://onlinecourses.swayam2.ac.in/cec22_hs11/preview?">https://onlinecourses.swayam2.ac.in/cec22_hs11/preview?</a>
9	Indian Government & Politics	<a href="https://onlinecourses.swayam2.ac.in/cec22_hs32/preview?">https://onlinecourses.swayam2.ac.in/cec22_hs32/preview?</a>
10	Indian Political Thought	<a href="https://onlinecourses.swayam2.ac.in/cec22_hs14/preview?">https://onlinecourses.swayam2.ac.in/cec22_hs14/preview?</a>
11	Society and Media	<a href="https://onlinecourses.swayam2.ac.in/cec22_ge31/preview?">https://onlinecourses.swayam2.ac.in/cec22_ge31/preview?</a>
12	Gender Sensitization: Society Culture and Change	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?">https://onlinecourses.swayam2.ac.in/nou22_hs57/preview?</a>
13	Constitutional Government & Democracy in India	<a href="https://onlinecourses.swayam2.ac.in/cec21_hs35/preview?">https://onlinecourses.swayam2.ac.in/cec21_hs35/preview?</a>

<b><u>Hindi</u></b>			
<b>Sr. No.</b>	<b>COURSES</b>	<b>PLACE</b>	<b>LINK</b>
1	SAHITYA SIDHANT AUR SAMALOCHANA	SWAYAM – CEC	<a href="https://www.classcentral.com/course/swayam-mhd-05-sa-ha-ta-ya-sa-tha-thha-na-ta-oura-sama-l-cana-58503">https://www.classcentral.com/course/swayam-mhd-05-sa-ha-ta-ya-sa-tha-thha-na-ta-oura-sama-l-cana-58503</a>
2	BHASHA VIGYAN EVAM HINDI BHASHA	SWAYAM	<a href="https://www.classcentral.com/course/swayam-mhd-07-bha-shha-va-ja-nia-na-oura-ha-na-tha-bha-shha-58505">https://www.classcentral.com/course/swayam-mhd-07-bha-shha-va-ja-nia-na-oura-ha-na-tha-bha-shha-58505</a>

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3	AADIKALIN EVAM MADHYAKALIN KAVYA	SWAYAM	<a href="https://www.classcentral.com/course/swayam-mhd-01-aatha-ka-l-na-eva-mathha-yaka-l-na-ha-na-tha-ka-va-ya-58499">https://www.classcentral.com/course/swayam-mhd-01-aatha-ka-l-na-eva-mathha-yaka-l-na-ha-na-tha-ka-va-ya-58499</a>
4	AADHUNIK HINDI KAVYA	SWAYAM	<a href="https://www.classcentral.com/course/swayam-mhd-02-aathha-na-ka-ha-na-tha-ka-va-ya-58500">https://www.classcentral.com/course/swayam-mhd-02-aathha-na-ka-ha-na-tha-ka-va-ya-58500</a>
5	HINDI UPNYAS -1 (PREMCHAN KA VISHESH ADHYAYAN)	SWAYAM	<a href="https://www.classcentral.com/course/swayam-mhd-14-hindi-upanyas-1-premchand-vishesh-95310">https://www.classcentral.com/course/swayam-mhd-14-hindi-upanyas-1-premchand-vishesh-95310</a>
6	UPANYAS AVAM KAHANIYAN	IGNOU	<a href="https://www.classcentral.com/course/swayam-mhd-03-upana-ya-sa-eva-kaha-na-ya-58501">https://www.classcentral.com/course/swayam-mhd-03-upana-ya-sa-eva-kaha-na-ya-58501</a>
7	NATAK AVAM ANYA GADYA VIDHAYEN	IGNOU	<a href="https://www.classcentral.com/course/swayam-mhd-04-na-taka-oura-ana-ya-gatha-ya-va-thha-e-58502">https://www.classcentral.com/course/swayam-mhd-04-na-taka-oura-ana-ya-gatha-ya-va-thha-e-58502</a>
8	HINDI BHASHA OUR SAHITYA KA ITIHAS	IGNOU	<a href="https://www.classcentral.com/course/swayam-mhd-06-ha-tha-bha-shha-oura-sa-ha-ta-ya-ka-ita-ha-sa-58504">https://www.classcentral.com/course/swayam-mhd-06-ha-tha-bha-shha-oura-sa-ha-ta-ya-ka-ita-ha-sa-58504</a>
9	HINDI GADHYA SAHITYA: KATHA SAHITYA	SWAYAM	<a href="https://www.classcentral.com/course/swayam-ha-na-tha-gatha-ya-sa-ha-ta-ya-katha-sa-ha-ta-ya-hindi-gadya-sahitya-katha-sahitya-14367">https://www.classcentral.com/course/swayam-ha-na-tha-gatha-ya-sa-ha-ta-ya-katha-sa-ha-ta-ya-hindi-gadya-sahitya-katha-sahitya-14367</a>
10	HINDI UPNYAS EVAM KAHANIYAN	SWAYAM	<a href="https://www.classcentral.com/course/swayam-mhd-03-upana-ya-sa-eva-kaha-na-ya-58501">https://www.classcentral.com/course/swayam-mhd-03-upana-ya-sa-eva-kaha-na-ya-58501</a>
11	HINDI BHASHA KA UDBHAV OUR VIKAS	SWAYAM	
12	JAYSHANKAR PRASAD OUR UNKI KAVITAYEN	SWAYAM PRABHA	
13	CREATIVE WRITING AND JOURNALISM	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	
14	CONVERSATION AND COMMUNICATION SKILL	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	
15	DRAMATICS	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	

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16	E-JOURNALISM	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	
17	LANGUAGE COMMUNICATION AND BUSINESS	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	
18	TRANSLATION STUDIES	NIRANTAR PRAUD SHIKSHAN AANI VISTAR VIBHAG RTMNU NAGPUR	
19	ADVERTISEMENT AND MEDIA	SWAYAM – CEC	
20	GENDER SENSITISATION SOCIAL CULTURE	SWAYAM – NTPEL	

<u>History</u>		
Sr. No.	Courses	Link
1.	World Religions through their scriptures:	<a href="https://www.edx.org/xseries/harvardx-world-religions-through-scriptures">https://www.edx.org/xseries/harvardx-world-religions-through-scriptures</a>
2	Creating Modern China: The Republican Period to the Present :	<a href="https://www.edx.org/course/creating-modern-china-the-republican-period-to-the">https://www.edx.org/course/creating-modern-china-the-republican-period-to-the</a>
3	Visualizing Japan (1850's to 1930's): Westernization, Protest, Modernity :	<a href="https://www.edx.org/course/visualizing-japan-1850s-1930s-westernization-prote">https://www.edx.org/course/visualizing-japan-1850s-1930s-westernization-prote</a>
4	Globalization: Past and Future:	<a href="https://www.edx.org/course/globalization-past-and-future">https://www.edx.org/course/globalization-past-and-future</a>
5	Pyramids of Giza: Ancient Egyptian Art and Archeology:	<a href="https://www.edx.org/course/pyramids-of-giza-ancient-egyptian-art-and-archaeol">https://www.edx.org/course/pyramids-of-giza-ancient-egyptian-art-and-archaeol</a>

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6	Sr. Secondary: History:	<a href="https://onlinecourses.swayam2.ac.in/nos22_sc34/">https://onlinecourses.swayam2.ac.in/nos22_sc34/</a> <a href="#">preview</a>
7	Tribal South and Central India :	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs54/">https://onlinecourses.swayam2.ac.in/nou22_hs54/</a> <a href="#">preview</a>
8	Certificate Course in Environmental sustainability:	<a href="https://onlinecourses.swayam2.ac.in/nou22_ag16/">https://onlinecourses.swayam2.ac.in/nou22_ag16/</a> <a href="#">preview</a>
9	Cultural Studies:	<a href="https://onlinecourses.swayam2.ac.in/aic19_as04/p">https://onlinecourses.swayam2.ac.in/aic19_as04/p</a> <a href="#">review</a>
10	Understanding Tribals:	<a href="https://onlinecourses.swayam2.ac.in/nou22_hs52/">https://onlinecourses.swayam2.ac.in/nou22_hs52/</a> <a href="#">preview</a>
11	History of English Language:	<a href="https://onlinecourses.nptel.ac.in/noc22_hs102/pre">https://onlinecourses.nptel.ac.in/noc22_hs102/pre</a> <a href="#">view</a>
12	Ancient Greek and Medieval Philosophy:	<a href="https://onlinecourses.swayam2.ac.in/cec21_hs15/">https://onlinecourses.swayam2.ac.in/cec21_hs15/</a> <a href="#">preview</a>
13	Academic Writing:	<a href="https://onlinecourses.swayam2.ac.in/cec22_ge44/">https://onlinecourses.swayam2.ac.in/cec22_ge44/</a> <a href="#">preview</a>
14	Academic and Research Report Writing:	<a href="https://onlinecourses.swayam2.ac.in/ntr22_ed50/">https://onlinecourses.swayam2.ac.in/ntr22_ed50/</a> <a href="#">preview</a>

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**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

“(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017).)”

**DIRECTION NO. 42 OF 2022**

**ADMISSIONS AND EXAMINATIONS LEADING TO THE AWARD OF THE  
CERTIFICATE, DIPLOMA OR DEGREE OF BACHELOR OF COMMERCE (B.Com.)  
(OUTCOME BASED) (CHOICE BASED CREDIT SYSTEM), DIRECTION, 2022**

Whereas, Maharashtra Public Universities Act 2016(VI of 2017)(hereinafter the Act) has come into force from 1st March, 2017;

AND

Whereas, the University has issued Direction to 27 of 2022 dealing with composition of the four faculties created by the Act, where under the earlier different faculties of the University have been merged into the four new faculties created by the Act, by which the subject of Business Administration has been included in the faculty of Commerce and Management;

AND

WHEREAS Direction No. 17 of 2018 entitled ‘DIRECTION GOVERNING THE EXAMINATION LEADING TO THE DEGREE OF Bachelor of Commerce (B.Com) (CHOICE BASED CREDIT SYSTEM) (FACULTY OF COMMERCE AND MANAGEMENT), was issued by the Vice-Chancellor on 18.9.2018 ;

AND

Whereas, MHRD, New Delhi & UGC issued the guidelines for implementation of NEP 2020 in all universities in UG & PG programs from academic session 2022-23. So it is necessary to restructure the complete scheme of examination incorporating curriculum features as mentioned in NEP 2020;

AND

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Whereas, the Faculty of Commerce and Management in its meeting dated 24.6.22 has recommended to restructure the B.Com programme so as to meet the expectations of new National Education Policy 2020, the said programme is to commence from academic year 2022-23, it was also resolve to empower the Hon'ble Vice Chancellor to accept the scheme once prepared and accepted by the Board of Studies for Commerce, on behalf of the Faculty of Commerce and Management;

AND

Whereas, the Academic Council in its meeting held on 8.7. 2022 vide item No. 24 has considered, accepted the recommendation of Faculty of Commerce and Management whereby authorized the Vice Chancellor to accept the Scheme of Examination and syllabi prepared by the Board of Studies in Commerce for the programme of Bachelor of Commerce in order to give effect to the provisions of National Education Policy 2020;

AND

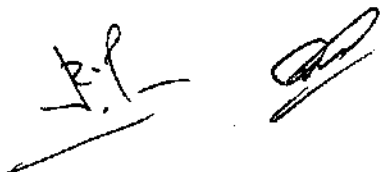
Whereas, the Board of Studies in its meeting dated 13.7.22 has accepted the detailed scheme of examination and syllabus for the Bachelor of Commerce with the option of award of Certificate and Diploma in between if the student so desires, as per the new National education Policy as prepared by the sub-committee with minor changes, the said programme is to commence from academic year 2022-23;

AND

Whereas, the Vice Chancellor has granted approval to the scheme of examination so prepared and accepted by the Board of Studies on behalf of the Faculty of Commerce and Management and the Academic Council as resolved by the Faculty of Commerce and Management and the Academic Council in their meetings dated 24.6.22 and 8.7.22 respectively;

AND

Whereas, Direction No. 17 of 2018 entitled "DIRECTION GOVERNING THE EXAMINATION LEADING TO THE DEGREE OF BACHELOR OF COMMERCE (B.COM.) (CHOICE BASED CREDIT SYSTEM) (FACULTY OF COMMERCE AND MANAGEMENT)", has lapsed by virtue of proviso to subsection (8) of section 12 of the Act as the said Direction could not be converted in to an Ordinance within the prescribed time and since Ordinance making is a time consuming process and there is an urgency to regularized the admissions and examinations of





**BACHELOR OF COMMERCE (B.Com.) (OUTCOME BASED)(CHOICE BASED CREDIT SYSTEM);**

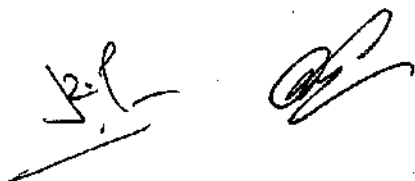
Now, therefore, I, Dr. Subhash R. Chaudhari, Vice-Chancellor Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, in exercise of powers conferred upon me under provision of section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby issue following Directions.

1. This Direction may be called '**ADMISSIONS AND EXAMINATIONS LEADING TO THE AWARD OF THE CERTIFICATE, DIPLOMA OR DEGREE OF BACHELOR OF COMMERCE (B.Com.) (OUTCOME BASED) (CHOICE BASED CREDIT SYSTEM), DIRECTION, 2022.**
2. This Direction shall come into force from academic year 2022-23.
3. **INTERPRETATION CLAUSE:** In this Direction, unless the context requires otherwise the words, phrases and abbreviations used shall have following meaning:-
  - a. "AEC" means the Ability Enhancement Course
  - b. "Academic Council" means Academic Council of R.T.M. Nagpur University.
  - c. "ATKT" refers to allowed to keep term in higher semester.
  - d. "Board of Studies" means Board of Studies for various subjects of commerce in the faculty of Commerce and Management in the University.
  - e. "CC" means Core Course
  - f. "CIE" means Continuous Internal Evaluation which refers to the Internal Assessment done at concerned college
  - g. "Competent Authority" (for admission purpose) means an "Authority" established or assigned the duty to regulate admissions in the course by the Government of Maharashtra or an authority constituted by the University, for this purpose.
  - h. "Credit Points" refer to the product of No. of credits multiplied by the Grade Point for a given course/paper.
  - i. "Credit" (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and a multiplier of half (1/2) for practical (laboratory) hours.
  - j. "Course" means a paper/subject (theory or practical) prescribed for any semester of the programme.

  
J. P. Chaudhari



- k. **"Cumulative Grade Point Average (CGPA)"** refers to the Cumulative Grade Point Average weighted across all semesters (6 semesters)
- l. **"DSE"** means Discipline Specific Elective Course
- m. **"Degree"** means the Under Graduate Degree awarded after successful completion of the programme governed by this Direction.
- n. **"Fees"** means the fees prescribed by the University/ Shikshan Shulka Samiti of Government of Maharashtra, for the Under Graduate programme under this Direction, from time to time.
- o. **"GE"** means Generic Elective Course
- p. **"Grade letter"** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. Grade letters are O, A, B, C, P, F and AB.
- q. **"Grade Point"** is the weightage allotted to each grade letter depending on the range of marks awarded in a course/paper.
- r. **"Graduate programme"** means Bachelors' degree programme in Commerce.
- s. **"MOOC"** means Massive Open Online Course offered by SWAYAM/NPTEL or any other recognized University or Institution
- t. **"SEC"** means Skill Enhancement Course
- u. **"Semester Grade Point Average (SGPA)"** refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.
- v. **"Student"** means student admitted to Bachelors degree programme in commerce under this direction.
- w. **"ODL"** means Online and Distance Learning
- x. **"University"** means Rashtrasant Tukadoji Maharaj Nagpur University.
4. There shall be Six Examinations leading to the degree of Bachelor of Commerce (B.Com.) namely:
- (1) The Bachelor of Commerce (B.Com.) – 1<sup>st</sup> Semester Examination,
  - (2) The Bachelor of Commerce (B.Com.) – 2<sup>nd</sup> Semester Examination,
  - (3) The Bachelor of Commerce (B.Com.) – 3<sup>rd</sup> Semester Examination,
  - (4) The Bachelor of Commerce (B.Com.) – 4<sup>th</sup> Semester Examination,



- (5) The Bachelor of Commerce (B.Com.) – 5<sup>th</sup> Semester Examination and  
 (6) The Bachelor of Commerce (B.Com.) – 6<sup>th</sup> Semester Examination.

5. The duration of the Degree Course under this shall be of three academic years divided into six semesters with the B.Com. 1<sup>st</sup> and 2<sup>nd</sup> Semester Examinations during the first academic year, the B.Com. 3<sup>rd</sup> and 4<sup>th</sup> Semester Examinations during the second year and the B.Com. 5<sup>th</sup> and 6<sup>th</sup> Semester Examinations during the third year.
6. The examinations specified in paragraph 4 above shall be held twice a year at such places and on such dates as may be fixed by the University.
7. The details of eligibility for **B.Com. Sem I** examination:

- (A) For the **B.Com. 1<sup>st</sup> Semester**, Examinee shall have Passed the 12<sup>th</sup> Standard Examination of the Maharashtra State Board of Secondary and Higher Secondary Education, with English at Higher or Lower level and any Modern Indian Language at higher or lower level with any combination of optional subjects.



**OR**

XII Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education in Vocational Stream with one language only; OR any other examination recognized as equivalent thereto; in such subjects and with such standards of attainments as may be prescribed Minimum Competition vocation course (MCVC).

**OR**

**Any other Equivalent Examination of any State/Central/International Board in (10+2) pattern with any combination of subjects.**

8. A collegiate candidate shall have pursued a regular course of study for not less than 90 days of the academic session before being examined for any semester examination of **B.Com.** in any recognized institution and or college affiliated to Rashtrasant Tukadoji Maharaj Nagpur University where the course is conducted.
9. An applicant for the Bachelor of Commerce 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> or 6<sup>th</sup> Semester Examination shall have passed an examination specified in Clauses ( A ) of paragraph 7 not less than one academic year prior to his admission to the respective examination.
10. Without prejudice to the other provisions of Ordinance No. 6 relating to the Examinations in General, the provisions of Paragraphs 5, 7, 8, 10, 26 and 31 of the said Ordinance shall apply to every collegiate candidate.
11. The fees for the examination shall be as prescribed by the University from time to time and whenever any change is made in the fees prescribed for any examination that shall be notified through a notification for information of the examinees concerned.
12. Teaching and Examination Scheme for examinees of Bachelor of Commerce 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Semester Examinations shall be as given below:

**Teaching and Examination Scheme**  
**Bachelor of Commerce (B.Com.)**  
**Three Year Degree Course (OB) (CBCS)**  
**With effect from 2022-23**

(A)

**Bachelor of Commerce (B.Com.)**  
**B.Com. – Semester I**

Sr. No.	Course Type	Subjects	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH) *	Max. Marks (IM)	Total Marks		
1	CC 1	Fundamentals of Accounting	1T1	5	80	20	100	40	100	4
2	CC 2	Business Economics - I	1T2	5	80	20	100	40	100	4
3	CC 3	Compulsory English	1T3	5	80	20	100	40	100	4
4	CC 4	Second language Supplementary English/ Marathi/ Hindi/ Other Languages # <b>OR</b> Vocational Course	1T4.1 1T4.2 1T4.3	5	80	20	100	40	100	4
5	AEC 1	Commercial Firms <b>OR</b> Digital Marketing (Any One) <b>OR</b> Vocational Course	1T5-A 1T5-B	5	80	20	100	40	100	4



6	SEC 1	Business Skills <b>OR</b> MS-Office (Any One)	1T6-A  1P6-B	5	80	20	100	40	100	4
		<b>Total</b>		<b>30</b>	<b>480</b>	<b>120</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>

\* Semester end examination

**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of at least 15 weeks of Academic Work equivalent to 90 actual teaching days.
5. **In case of practical courses the total periods per week should be 10.**
6. For Semesters I, II, III & IV, students shall opt for one subject from Ability Enhancement Courses (AEC) and one subject from Skill Enhancement Courses (SEC). The Core Courses will remain compulsory
7. The syllabus and question paper pattern of Second Language subject of B. Com. Semester; I, II, III & IV i.e. a) Supplementary English b) Marathi c) Hindi will be as per the Commerce Language Board.
8. # The syllabus and question paper pattern of other second languages like Sanskrit, Urdu, Guajrati, Telegu, Bengali, Persian, Arabic, Pali & Prakrit and Latin will be as per the Boards of the faculty of Arts for B.A. Semester- I, II, III & IV respectively

**Vocational Courses: Semester -I**

Course Code	Subjects	Total Hours	Examination Scheme				Total Marks (TH. +PR +IM)	Credits
			Theory (Uni)	Internal (College)	Practical (Uni)			
			Marks Theory Paper	Max Marks (IM)	Marks Practical (PR)	Min Passing Marks		
1T7	Entrepreneurship Development - I	60	80	20	-	40	100	4

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1T8	1T8.1- Computer Application-I <b>OR</b> 1T8.2- Principles and Practice of Insurance-I <b>OR</b> 1T8.3- Advertising, Sales Promotion & Sales Management-I	60	80	20	-	40	100	4
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(B)

**B.Com. – Semester - II**

Sr. No.	Course Type	Course/Subject Name	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH)*	Max. Marks (IM)	Total Marks		
1	CC 5	Statistics and Business Mathematics	2T1	5	80	20	100	40	100	4
2	CC 6	Business Economics - II	2T2	5	80	20	100	40	100	4
3	CC 7	Compulsory English	2T3	5	80	20	100	40	100	4
4	CC 8	Second language Supplementary English/ Marathi/ Hindi/ Other Languages # <b>OR</b> Vocational Course	2T4.1 2T4.2 2T4.3	5	80	20	100	40	100	4

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5	AEC 2	Commercial Services <b>OR</b> Fundamentals of Banking (Any One) <b>OR</b> Vocational Course	2T5- A  2T5-B	5	80	20	100	40	100	4
6	SEC 2	Financial Markets Operations <b>OR</b> Skill Development (Any one)	2T6- A  2T6-B	5	80	20	100	40	100	4
		<b>Total</b>		<b>30</b>	<b>480</b>	<b>120</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>

\* Semester end examination

**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of at least 15 weeks of Academic Work equivalent to 90 actual teaching days.
5. **In case of practical courses the total periods per week should be 10.**
6. For Semesters I, II, III & IV, students shall opt for one subject from Ability Enhancement Courses (AEC) and one subject from Skill Enhancement Courses (SEC). The Core Courses will remain compulsory
7. The syllabus and question paper pattern of Second Language subject of B. Com. Semester; I, II, III & IV i.e. a) Supplementary English b) Marathi c) Hindi will be as per the Commerce Language Board.
8. # The syllabus and question paper pattern of other second languages like Sanskrit, Urdu, Guajrati, Telegu, Bengali, Persian, Arabic, Pali & Prakrit and Latin will be as per the Boards of the faculty of Arts for B.A. Semester- I, II, III & IV respectively





**Vocational Courses: Semester -II**

Course Code	Subjects	Total Hours	Examination Scheme					Total Marks (TH + PR + IM)	Credits
			Theory (Uni)		Internal (College)		Practical (Uni)		
			Marks Theory Paper	Max Marks (IM)	Marks Practical (PR)	Min Passing Marks			
2T7	Entrepreneurship Development - II	60	80	20	-	40	100	4	
2T8	2T8.1- Computer Application-II OR 2T8.2- Principles and Practice of Insurance-II OR 2T8.3- Advertising, Sales Promotion & Sales Management-II	60	80	20	-	40	100	4	






(C)  
B.Com. – Semester - III

Sr. No.	Course Type	Course/Subject Name	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH)*	Max. Marks (IM)	Total Marks		
1	CC 9	Financial Accounting – I	3T1	5	80	20	100	40	100	4
2	CC 10	Monetary Economics - I	3T2	5	80	20	100	40	100	4
3	CC 11	Compulsory English	3T3	5	80	20	100	40	100	4
4	CC 12	Second language Supplementary English/ Marathi/ Hindi/ Other Languages # <b>OR</b> Vocational Course	3T4.1 3T4.2 3T4.3	5	80	20	100	40	100	4
5	AEC 3	Company Law <b>OR</b> Income Tax (Any One) <b>OR</b> Vocational Course	3T5-A 3T4-B	5	80	20	100	40	100	4
6	SEC 3	Holistic Development <b>OR</b> Computerized Accounting (Any One)	3T6-A 3P6-B	5	80	20	100	40	100	4
		<b>Total</b>		<b>30</b>	<b>480</b>	<b>100</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>

\* Semester end examination

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**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of at least 15 weeks of Academic Work equivalent to 90 actual teaching days.
5. **In case of practical courses the total periods per week should be 10.**
6. For Semesters I, II, III & IV, students shall opt for one subject from Ability Enhancement Courses (AEC) and one subject from Skill Enhancement Courses (SEC). The Core Courses will remain compulsory
7. The syllabus and question paper pattern of Second Language subject of B. Com. Semester; I, II, III & IV i.e. a) Supplementary English b) Marathi c) Hindi will be as per the Commerce Language Board.
8. # The syllabus and question paper pattern of other second languages like Sanskrit, Urdu, Guajrati, Telegu, Bengali, Persian, Arabic, Pali & Prakrit and Latin will be as per the Boards of the faculty of Arts for B.A. Semester- I, II, III & IV respectively

**Vocational Courses: Semester - III**

Course Code	Subjects	Total Hours	Examination Scheme				Total Marks (TH. PR IM)	Credits
			Theory (Uni)	Internal (College)	Practical (Uni)			
			Max Marks Theory Paper (TH)	Max Marks (IM)	Max Marks Practical (PR)	Min Passing Marks		
3T7	Entrepreneurship Development- III	60	80	20	-	40	100	4
3T8	3T8.1- Computer Application-III OR 3T8.2- Principles and Practice of Insurance-III OR 3T8.3- Advertising, Sales Promotion & Sales Management-III	60	80	20	-	40	100	4

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(D)  
B.Com. – Semester – IV

Sr. No.	Course Type	Course/Subject Name	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH)*	Max. Marks (IM)	Total Marks		
1	CC 13	Financial Accounting - II	4T1	5	80	20	100	40	100	4
2	CC 14	Monetary Economics – II	4T2	5	80	20	100	40	100	4
3	CC 15	Compulsory English	4T3	5	80	20	100	40	100	4
4	CC 16	Second language Supplementary English/ Marathi/ Hindi/ Other Languages # <b>OR</b> Vocational Course	4T4.1 4T4.2 4T4.3	5	80	20	100	40	100	4
5	AEC 4	Organizational Behaviour <b>OR</b> Banking Procedure & Practice (Any One) <b>OR</b> Vocational Course	4T5-A 4T5-B	5	80	20	100	40	100	4
6	SEC - 4	Secretarial Practice <b>OR</b> Insurance Procedure & Practice (Any One)	4T6-A 4T6-B	5	80	20	100	40	100	4
<b>Total</b>				<b>30</b>	<b>480</b>	<b>120</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>

## \* Semester end examination

**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of at least 15 weeks of Academic Work equivalent to 90 actual teaching days.
5. **. In case of practical courses the total periods per week should be 10.**
6. For Semesters I, II, III & IV, students shall opt for one subject from Ability Enhancement Courses (AEC) and one subject from Skill Enhancement Courses (SEC). The Core Courses will remain compulsory
7. The syllabus and question paper pattern of Second Language subject of B. Com. Semester; I, II, III & IV i.e. a) Supplementary English b) Marathi c) Hindi will be as per the Commerce Language Board.
8. # The syllabus and question paper pattern of other second languages like Sanskrit, Urdu, Guajrati, Telegu, Bengali, Persian, Arabic, Pali & Prakrit and Latin will be as per the Boards of the faculty of Arts for B.A. Semester- I, II, III & IV respectively

**Vocational Courses :Semester-IV**

Course Code	Subjects	Total Hours	Examination Scheme				Total Marks (TH. + PR + IM)	Credits
			Theory (Uni)	Internal (College)	Practical (Uni)			
			Max Marks Theory Paper (TH)	Max Marks (I)	Max Marks Practical (PR)	Min Passing Marks		
4T7	Entrepreneurship Development-IV	60	80	20	-	40	100	4

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4T8	4T8.1- Computer Application- IV <b>OR</b> 4T8.2- Principles and Practice of Insurance-IV <b>OR</b> 4T8.3- Advertising, Sales Promotion and Sales Management-IV	60	80	20	-	40	100	4
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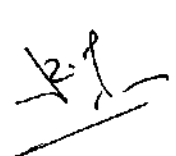

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## B.Com. – Semester - V

Sr. No.	Course Type	Course/Subject Name	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH)	Max. Marks (IM)	Total Marks		
1	CC 17	Financial Accounting - III	5T1	5	80	20	100	40	100	4
2	CC 18	Tax Procedure and Practice	5T2	5	80	20	100	40	100	4
3	CC 19	Human Resource Management	5T3	5	80	20	100	40	100	4
4	CC 20	Agricultural Economics	5T4	5	100	20	100	40	100	4
5	DSE 1	Cost Accounting <b>OR</b> Commercial Psychology <b>OR</b> Mercantile Law I <b>OR</b> Business Entrepreneurship Development <b>OR</b> Vocational Course	5T5-A  5T5-B  5T5-C  5T5-D	5	80	20	100	40	100	4
6	SEC 5	Company Audit <b>OR</b> Internship # <b>OR</b> Vocational Course	5T6-A  5I6-B	5  --	80  --	20  100 #	100  100 #	40  40 #	100  100 #	4  4 #
		<b>Total</b>		<b>30</b>	<b>480</b>	<b>120</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>

\* Semester end examination

**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of 15 to 18 weeks of Academic Work equivalent to 90 actual teaching days.
5. **In case of practical courses the total periods per week should be 10.**
6. For Semester V & VI, students have to opt for one subject from Discipline Specific Electives (DSE). The Core Courses will remain compulsory.

**Vocational Courses: Semester-V**

Course Code	Subjects	Total Hours	Examination Scheme				Total Marks (TH + PR + IM)	Credits
			Theory (Uni)	Internal (College)	Practical (Uni)			
			Max Marks Theory Paper (TH)	Max Marks (IM)	Max Marks Practical (PR)	MinPassing Marks		
5T7	Entrepreneurship Development - V	60	80	20	-	40	100	4
5T8	5T8.1 Computer Application-V <b>OR</b> 5T8.2 Principles and Practice of Insurance-V <b>OR</b> 5T8.3 Advertising, Sales Promotion and Sales Management-V	60	80	20	-	40	100	4

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**B.Com. – Semester - VI**

Sr. No.	Course Type	Course/Subject Name	Course Code	Teaching Scheme	Examination Scheme				Total Marks	Credits
					Total Periods per Week	Max. Marks (TH)	Max. Marks (IM)	Total Marks		
1	CC 21	Financial Accounting – IV	6T1	5	80	20	100	40	100	4
2	CC 22	International Economics	6T2	5	80	20	100	40	100	4
3	CC 23	Advanced Statistics	6T3	5	80	20	100	40	100	4
4	CC 24	Financial Management	6T4	5	80	20	100	40	100	4
5	DSE 2	Managerial Accounting <b>OR</b> Hospitality and Health Care Management <b>OR</b> Mercantile Law II <b>OR</b> Commercial Geography in Vidarbha Region (Any One) <b>OR</b> Vocational Course	6T5-A  6T5-B  6T5-C  6T5-D	5	80	20	100	40	100	4
6	SEC 6	Marketing Process <b>OR</b> Advertising Skills <b>OR</b> Vocational Course	6T6-A  6T6-B	5	80	20	100	40	100	4

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			<b>Total</b>	<b>30</b>	<b>480</b>	<b>120</b>	<b>600</b>	<b>240</b>	<b>600</b>	<b>24</b>
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\* Semester end examination

**Note:**

1. The duration of each theory class should be a minimum of 48 minutes.
2. TH = Theory, IM = Internal Marks.
3. One credit is equivalent to one hour of Teaching per week, that is to say, for each subject, 48 Minutes \* 5 (weekly periods) = 240 Minutes = 4 Hours per week i.e. 4 Credits.
4. Each semester will consist of 15 to 18 weeks of Academic Work equivalent to 90 actual teaching days.
5. **In case of practical courses the total periods per week should be 10.**
6. For Semester V & VI, students have to opt for one subject from Discipline Specific Electives (DSE). The Core Courses will remain compulsory.

# A student must compulsorily complete **all the core courses** (CC-1 to CC-24) of first, second year and third year along with total **144** credits by end of Semester VI to be eligible to obtain **Degree** at the end of 3<sup>rd</sup> year.

**Vocational Courses :Semester-VI**

Course Code	Subjects	Total Hours	Examination Scheme				Total Marks (TH. +PR +IM)	Credits
			Theory (Uni)	Internal (College)	Practical (Uni)			
			Max Marks Theory Paper (TH)	Max Marks (IM)	Max Marks Practical (PR)	Min Passing Marks		
6T7	Entrepreneurship Development -VI	60	80	20	-	40	100	4



6T8	6T8.1 Computer Application-VI OR 6T8.2 Principles and Practice of Insurance-VI OR 6T8.3 Advertising, Sales Promotion and Sales Management-VI	60	80	20	-	40	100	4
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**Course Composition Matrix:**

	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Courses
CC	4	4	4	4	4	4	24
AECC	1	1	1	1	-	-	4
SEC	1	1	1	1	1	1	6
DSE	-	-	-	-	1	1	2
Total Sem Credits	24	24	24	24	24	24	36
Total Credits	144						

\*Detailed curriculum contents of courses in 1<sup>st</sup> & 2<sup>nd</sup> Semester are mentioned in

**Appendix – 2****1. Workload**

**Workload Chart (70 periods per week) (Odd Semesters)**

B.Com. Semester I				B.Com. Semester III				B.Com. Semester V			
Sr. No.	Course Type	Course/Subject	No. of Periods	Sr. No.	Course Type	Subjects	No. of Periods	Sr. No.	Course Type	Subjects	No. of Periods
1	CC	Fundamentals of Accounting	5	1	CC	Financial Accounting - I	5	1	CC	Financial Accounting - III	5
2	CC	Business Economics - I	5	2	CC	Monetary Economics - I	5	2	CC	Tax Procedure and Practice	5
3	AEC	Commercial Firms OR Digital Marketing OR Vocational Course	5	3	AEC	Company Law OR Income Tax OR Vocational Course	5	3	CC	Human Resource Management	5
4	SEC	Business Skills OR MS-Office	5	4	SEC	Holistic Development OR Computerized Accounting	5	4	CC	Agricultural Economics	5
								5	DSE	Cost Accounting OR Commercial Psychology OR	5

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		Fundamentals of Banking									
4	SEC	Financial Market Operations  OR Skill Development	5	4	SEC	Banking Procedure & Practice Secretarial Practice  OR Insurance Procedure & Practice	5	4	CC	Financial Management	5
								5	DSE	Managerial Accounting OR Hospitality and Health Care OR Management Mercantile Law II OR Commercial Geography in Vidarbha Region OR Vocational Course	5
								6	SEC	Marketing Process OR Advertising Skills OR Vocational Course	5

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<b>Total Periods</b>	<b>20</b>					<b>20</b>					<b>30</b>
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**Weekly Workload Chart (Languages) (For Semesters I,II, III & IV)**

<b>Sr. No.</b>	<b>Courses/ Subjects</b>	<b>Periods</b>
1	Compulsory English	5 Periods of Theory + 1 Period of Tutorial for a Batch of 20 Students
2	Second language Supplementary English/ Marathi/ Hindi/Other Languages	5 Periods of Theory

**13. Assessment**

- The final total assessment of the candidates is made in terms of Continuous Internal Evaluation (CIE) and an external assessment for each course/subject taken together.
- For each paper (other than Internship), 20 marks will be Continuous Internal Evaluation and 80 marks for semester end examination (external assessment) to be conducted at college level (Odd semesters examinations) and RTM Nagpur University level (Even semester examinations)
- All subjects shall have a workload of 5 periods per week, including 4 periods of theory and 1 period for classroom activity-based teaching per week. For Compulsory English 1 additional Tutorial period for a batch of 20 students is allotted.
- Expected classroom activities shall consist of the following: (a) Group Discussion (b) Seminars (c) Power Point Presentations (d) Elocution (e) Debate (f) Role Play (g) Case Studies (h) Educational Games. The teacher is expected to undertake a minimum of four of the aforesaid activity.

**Continuous Internal Evaluation**

1a	Attendance of the student during a particular semester	05 marks
1b	An assignment based on curriculum to be assessed by the teacher concerned	05 marks
1c	Activity and Practical based assessment as per activity / practical record document	10 marks
<b>1</b>	<b>Internal assessment Total marks</b>	<b>20</b>
<b>2</b>	<b>Semester wise End Examination marks</b>	<b>80</b>
<b>Total Marks Per Course</b>		<b>100</b>

- Each subject teacher must circulate the list of minimum 5 activities/practical of fields assignment/mini project/market surveys/research papers & research/live projects etc. (based on 5 COs) at the beginning of course and evaluate the same for 10 marks as per 1c above.

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- There shall be no separate / extra allotment of workload to the concerned teacher. He/ She shall conduct the CIE activity during the regular teaching days / periods as a part of regular teaching activity.
  - The internal marks will be communicated to the University at the end of each semester, but before the semester end examinations / as instructed by university. These marks will be considered for the declaration of the results.
  - The record of internal marks, evaluation & result should be maintained for a period of one year by respective institute/college for verification by competent authority.
- The maximum and minimum marks which each subject carries in B.Com. Semester - I, Semester - II, Semester - III, Semester - IV, Semester - V & Semester - VI Examination are as indicated in Paragraph 12. A, B, C, D, E & F respectively

14. (A) The scope of the subjects and pattern of examination shall be as indicated in the Syllabus (Appendix - 2)
- (B) The Medium of instructions and examinations shall be in ENGLISH or HINDI or MARATHI.
- (C) The Maximum/minimum marks which each subject carries & workload in B.Com. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> Semester Examination shall be as indicated in Examination & Teaching Scheme (item no 12) "A", "B", "C", "D", "E" and "F" respectively.

#### **Internship and its evaluation**

During the fifth semester, those students who opt for SEC 5 as "Internship" will have to undergo an internship of 6-10 weeks (Minimum 120 hours) with industry, business, service or social organization. Article ship attended during the fifth semester of B.Com. for Professional Courses like CA/CS/ICWA/CMA/CFA, etc. will be considered as "Internship" provided appropriate documentary proofs are submitted by the student. Students should submit an authentic Internship Project Completion Certificate issued by the competent authority of the business/institution under whom the internship is undertaken. The respective college will assess and evaluate the same as per parameters (like PowerPoint Presentation, Brief Report, etc.) laid down by the college from time to time.

#### **15. Standard of Passing**

The scope of the subject, percentage of passing in Theory and Project and CIE will be governed as per following rules:

- (i) In order to pass the Bachelor of Commerce (B.Com.) 1st, 2nd, 3rd, 4th, 5th and 6th Semester Examinations, an examinee shall obtain not less than 40 % marks in each paper, that is a student must obtain 40 marks in the written Examination conducted by the College/University and in internal assessment (CIE) put together.
- (ii) An examinee who is unsuccessful at the examination shall be eligible for admission to the subsequent examinations on payment of a fresh fee prescribed for the examination together with the conditions of the ordinance in force from time to time.

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### 16. Credit and Grade Point System:

**A. Conversion of Marks to Grades and Calculations of SGPA (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 an 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.

**CGPA to Percentage (%) conversion formula: Percentage (%) = (CGPA) \* 10**

After calculating the SGPA for an individual semester and the CGPA for entire program, 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, C, D, P and F

Sr. No.	Letter Grade	Grade Points	Mark Range	Performance
1	O	10	Above 90 upto 100	Outstanding
2	A+	9	Above 80 upto 90	Excellent
3	A	8	Above 70 upto 80	Very Good
4	B+	7	Above 60 upto 70	Good
5	B	6	Above 50 upto 60	Above Average
6	C	5	Above 45 upto 50	Average
7	P	4	40 to 45	Pass
8	F	0	Below 40	Fail
9	AB	0	Absent	Fail

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

- B.** Division at the B.Com. semester VI examination shall be declared on the basis of the aggregate marks at the B.Com. semester I, semester II, semester III, semester IV, semester V and semester VI examinations taken together and the CGPA will be calculated and notified.
- C.** The successful examinees at the B.Com. semester VI examination shall be awarded division based on CGPA
- D.** The percentage of passing marks in each subject shall be as indicated in Examination Scheme (item no 12) "A", "B", "C", "D", "E" and "F" respectively.
- E.** Unsuccessful examinees at the above examinations can be readmitted to the same examination on payment of a fresh fee and such other fees as may be prescribed.
- F.** Provisions of Ordinance No. 3 of 2007 relating to the award of Grace Marks for passing an examination, securing higher division / class and for securing distinction in subject(s) shall be applicable.
- G.** University guidelines and directions issued from time to time regarding Improvement of Results, Reassessment/Revaluation and Incentive Marks shall be applicable to B. Com. Program covered under this direction.
- H.** Notwithstanding anything to the contrary in this Direction, no person shall be admitted to an examination under this Ordinance, if he/ she has already passed the same examination or an equivalent examination of any other University.
- I.** Examinees passing all the Bachelor of Commerce (B.Com.) Examination shall on payment of the prescribed fees shall receive a Degree in the prescribed form signed by the Vice-Chancellor.
- J.** The aforesaid Amendment shall come into force from the date of its issuance and shall remain in force till the relevant Ordinance comes into being in accordance with the provisions of the Maharashtra Public Universities. Act, 2016 (Mah. Act No. VI of 2017).
- K.** The marks for internal assessment should be communicated to the University within the time limit as per university norms. The record of conduct of such examination, evaluation and marks for internal assessment should be maintained for a period of at least one year by the respective college / Department for the verification by the competent authority.

**17. Promotion to Higher Semester (A.T.K.T.):**

- A.** The unsuccessful candidate of any semester examination shall be ALLOWED TO KEEP THE TERM (ATKT) in accordance with the following table: (Theory and Internal assessment of that theory subject shall be jointly considered as single passing head).

Admission to academic year	Candidate should have passed All courses of the following examination	Candidate should have filled the examination form and appeared for the following examinations	Candidate should have passed in Minimum 50% courses of the following examination

*[Handwritten signatures and initials]*

1st Semester	H.S.S.C/equivalent	-----	-----
2nd Semester	-----	1st Semester	-----
3rd Semester	-----	2nd Semester	50% courses of 1st and 2nd Semesters taken together
4th Semester	-----	3rd Semester	As Above
5th Semester	1st and 2nd Semesters	4th Semester	50% courses of 3rd and 4th Semesters taken together
6th Semester*	As Above	5th Semester	As Above

**B. Note: (\*)** A candidate admitted to Final Semester can appear for Final Semester examination however the result of the Final Semester examination will be withheld (NCL – Not Cleared lower semester examinations) unless the candidate clears all the lower examinations of the **B.Com. Program.**

\*Note: For calculating the requirement of fifty percent passing heads fraction if any is to be ignored as per the provisions of Direction no. 10 of 2019.

**C. Pattern of Question Papers of B.Com. year end Examination:**

- The question paper should be set in such a manner to cover the complete syllabus as prescribed by the University.
- The Semester End examination shall be held as per the schedule notified by the University.
- The question paper shall be of 80 marks & the time duration of the Semester End examination would be 3 hours.
- Question Paper Pattern for the courses included in this syllabus will be as per Appendix – 2**
- The paper setters/moderators shall submit the proposed marking scheme (Memorandum of Instructions) along with the question paper so that the students can be given due credit for precise answers.

**18. Absorption Scheme for Examinees of B.Com. CBS Pattern Course (Introduced in 2016):**

- The students of the B.Com. CBS Syllabus (Introduced in 2016) immediately preceding the new course under this direction shall be given a chance to appear for **Five** more consecutive examinations according to the old B.Com. CBS syllabus (Introduced in 2016). The College shall conduct the examinations of odd semesters whereas the University shall conduct the examination of even semester courses for **five** more consecutive examinations after the new scheme of examination is introduced as per following table:

B.Com. Examination	Attempt 1	Attempt 2	Attempt 3	Attempt 4	Attempt 5

*[Handwritten signatures]*

B.Com. Sem I	Winter 2021	Summer 2022	Winter 2022	Summer 2023	Winter 2023
B.Com. Sem II	Summer 2022	Winter 2022	Summer 2023	Winter 2023	Summer 2024
B.Com. Sem III	Winter 2022	Summer 2023	Winter 2023	Summer 2024	Winter 2024
B.Com. Sem IV	Summer 2023	Winter 2023	Summer 2024	Winter 2024	Summer 2025
B.Com. Sem V	Winter 2023	Summer 2024	Winter 2024	Summer 2025	Winter 2025
B.Com. Sem VI	Summer 2024	Winter 2024	Summer 2025	Winter 2025	Summer 2026

The students are required to clear all their papers within the stipulated time. The students clearing all the papers of the old scheme of Examination (B.Com. CBS Syllabus Introduced in 2016) shall be awarded a Degree according to the old scheme of Examination. But the students who failed to clear their course/s in 5 consecutive attempts as per this clause, will be absorbed in the scheme of examination under this direction as per following guidelines:



- A. The candidates who have cleared B.Com. 1st year (Semester I and II) of the old course (CBS Pattern - Introduced in 2016) examination shall be eligible for admission to B.Com. 2nd Year of the new course (CBCS) but in such case the student will have to clear all those subjects (B.Com. Sem I and II) which were not included in the previous CBS syllabus (introduced in 2016) but are part of the new syllabus.
- B. The candidates who have cleared B.Com. 2nd year (Semester I to IV) of the old course (CBS Pattern - Introduced in 2016) examination shall be eligible for admission to B.Com. 3rd Year of the new course (CBCS) but in such case the student will have to clear all those subjects (B.Com. Sem I, II, III and IV) which were not included in the previous CBS syllabus (introduced in 2016) but are part of new syllabus.

## II. CLARIFICATION ON ABSORPTION SCHEME

The absorption of students of previous CBS course (Introduced in 2016) referred above shall be made to the new course in the following manner:

**Situation I:** A student had completed 1<sup>st</sup> year of B.Com. as per CBS syllabus (introduced in 2016) but due to some reasons the student is dropped out for subsequent years of the previous syllabus (B.Com. CBS Syllabus)

A student who has passed all courses of B.Com. 1st year CBS Pattern Programme (Introduced in 2016), shall be admitted to B.Com. 2nd Year CBCS Pattern but he/ she must complete those courses which are not considered to be equivalent with the previous CBS pattern examination. In such a case a student will be required to take nominal admission to B.Com. 1<sup>st</sup> year under this new direction by paying Rs. 500 and will fill and submit the exam form of B.Com. 1<sup>st</sup> and/or 2<sup>nd</sup> Semester of the new



syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). The student will also be allowed to fill and submit the regular exam form semester III.

**Situation II:** A student has not completed 1<sup>st</sup> year of B.Com. as per CBS syllabus (introduced in 2016) but has cleared few of the courses of 1<sup>st</sup> year and is dropped out for subsequent years of the previous syllabus (B.Com. CBS Syllabus)

A student who has cleared 6 or more courses of B.Com. CBS syllabus (introduced in 2016) and has backlogs in remaining courses will be allowed to take admission into 2<sup>nd</sup> year of B.Com. CBCS Pattern under this direction, but he/she must complete those courses which are not considered to be equivalent with the previous CBS pattern examination. In such a case a student will be required to take nominal admission to B.Com. 1<sup>st</sup> year under this new direction by paying Rs. 500 and will fill and submit the exam form of B.Com. 1<sup>st</sup> and/or 2<sup>nd</sup> Semester of the new syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). The student will also be allowed to fill and submit the regular exam form semester III.

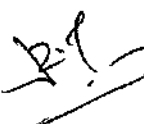
A student who has backlog in 7 or more courses of B.Com. CBS syllabus (introduced in 2016). In such a case a student will not be eligible for admission to B.Com. 2<sup>nd</sup> year CBCS Pattern and will be required to take nominal admission to B.Com. 1<sup>st</sup> year under this new direction by paying Rs. 500 and will fill and submit the exam form of B.Com. 1<sup>st</sup> and/or 2<sup>nd</sup> Semester of the new syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). The student will be able to take admission in 2<sup>nd</sup> year after successful completion of B.Com. 1<sup>st</sup> year under this new syllabus.

**Situation III:** A student has completed 2<sup>nd</sup> year of B.Com. as per CBS syllabus (introduced in 2016) and has cleared all the courses of 2<sup>nd</sup> Year and is dropped out for subsequent years of the previous syllabus (B.Com. CBS Syllabus)

A student who has passed all courses of B.Com. 1<sup>st</sup> year and 2<sup>nd</sup> year under CBS Pattern Syllabus (Introduced in 2016), shall be admitted to B.Com. 3<sup>rd</sup> Year CBCS Pattern but he/she must complete those courses which are not considered to be equivalent with the previous CBS pattern examination. In such a case a student will be required to take nominal admission to B.Com. 1<sup>st</sup> and 2<sup>nd</sup> year under this new direction by paying Rs. 500 for each year and will fill and submit the exam form of B.Com. 1<sup>st</sup> to 4<sup>th</sup> semester of the new syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). The student will also be allowed to fill and submit the regular exam form semester V.

**Situation IV:** A student has not completed 2<sup>nd</sup> year of B.Com. as per CBS syllabus (introduced in 2016) but has cleared few of the courses of 2<sup>nd</sup> Year and is dropped out for subsequent years of the previous syllabus (B.Com. CBS Syllabus)

A student who has passed 6 or more courses of B.Com. 2<sup>nd</sup> year under CBS Pattern Syllabus (Introduced in 2016) and has backlogs for remaining courses, shall be

admitted to B.Com. 3<sup>rd</sup> Year CBCS Pattern but he/she must complete those courses which are not considered to be equivalent with the previous CBS pattern examination. In such a case a student will be required to take nominal admission to B.Com. 1<sup>st</sup> and 2<sup>nd</sup> year under this new direction by paying Rs. 500 for each year and will fill and submit the exam form of B.Com. 1<sup>st</sup> to 4<sup>th</sup> semester of the new syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). The student will also be allowed to fill and submit the regular exam form semester V.

A student has backlogs in 7 or more courses of B.Com. 2<sup>nd</sup> year under CBS Pattern Syllabus (Introduced in 2016) and has cleared the remaining courses. In such a case a student will be required to take nominal admission to B.Com. 1<sup>st</sup> and 2<sup>nd</sup> year under this new direction by paying Rs. 500 for each year and will fill and submit the exam form of B.Com. 1<sup>st</sup> to 4<sup>th</sup> semester of the new syllabus (as per this direction) for those courses only which are not considered to be equivalent courses with old syllabus (B.Com. CBS syllabus). Such student shall be admitted to B.Com. 3<sup>rd</sup> Year only after successful completion of those courses which are not considered to be equivalent with the previous CBS pattern examination.

### III. Equivalence of Subjects

The equivalence & eligibility for exemption of subjects for the students absorbed in the new course shall be as follows:

Name of Course in New Scheme (CBCS)	Semester Examination	Name of Equivalent Course in Old Scheme (2016)	Semester Examination
Fundamentals of Accounting	I	Financial Accounting - I	I
Business Economics - I	I	Business Economics - I	I
Compulsory English	I	Compulsory English	I
Second language Supplementary English/ Marathi Hindi Other Languages #	I	Second language Supplementary English/ Marathi Hindi Other Languages #	I
Commercial Firms	I	Company Law	I
Digital Marketing	I	NO	
Business Skills	I	Business Organization	I
MS Office	I	NO	
Statistics and Business Mathematics	II	Statistics and Business Mathematics	II
Business Economics - II	II	Business Economics - II	II
Compulsory English	II	Compulsory English	II
Second language	II	Second language	II

*[Handwritten signature]*

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Supplementary English/ Marathi Hindi Other Languages #		Supplementary English/ Marathi Hindi Other Languages #	
Commercial Services	II	Secretarial Practice	II
Fundamentals of Banking	II	NO	
Financial Markets Operations	II	Business Management	II
Skill Development	II	NO	
Financial Accounting - I	III	Financial Accounting - II	III
Monetary Economics - I	III	Monetary Economics - I	III
Compulsory English	III	Compulsory English	III
Second language Supplementary English/ Marathi Hindi Other Languages #	III	Second language Supplementary English/ Marathi Hindi Other Languages #	III
Company Law	III	Business Law	III
Income Tax	III	Income Tax	IV
Holistic Development	III	Business Communication and Management	III
Computerized Accounting	III	NO	
Financial Accounting - II	IV	Financial Accounting - III	IV
Monetary Economics - II	IV	Monetary Economics - II	IV
Compulsory English	IV	Compulsory English	IV
Second language Supplementary English/ Marathi Hindi Other Languages #	IV	Second language Supplementary English/ Marathi Hindi Other Languages #	IV
Organizational Behaviour	IV	Skill Development	IV
Banking Procedure & Practice	IV	NO	
Secretarial Practice	IV	NO	
Insurance Procedure & Practice	IV	NO	
Financial Accounting - III	V	Financial Accounting - IV	V
Tax Procedure and Practice	V	Business Finance I OR Management Process	V V
Human Resource Management	V	Marketing Management OR Computerized Accounting	V V
Agricultural Economics	V	Indian Economy I	V

*[Handwritten signatures]*

Cost Accounting	V	Cost Accounting	V
Commercial Psychology	V	NO	
Mercantile Law I	V	NO	
Business Entrepreneurship Development	V	NO	
Company Audit	V	Auditing	V
Internship	V	NO	
Financial Accounting – IV	VI	Financial Accounting – V	VI
International Economics	VI	Indian Economy II	VI
Advanced Statistics	VI	Advanced Statistics	VI
Financial Management	VI	Business Finance II OR Industrial Law	VI VI
Managerial Accounting	VI	Management Accounting	VI
Hospitality and Health Care Management	VI	NO	
Mercantile Law II	VI	NO	
Commercial Geography in Vidarbha Region	VI	NO	
Marketing Process	VI	Human Resource Management OR Indirect Tax	VI VI
Advertising Skills	VI	NO	

*(\* All these subjects have no equivalent subjects in the B.Com. Previous Course (CBS Pattern) Examination (introduced in 2016). Hence, students desiring for absorption in New Course (CBCS Pattern) under this Direction are mandatorily required to appear for these subjects in respective semesters.*

The above absorption scheme of B.Com. shall be effective till the introduction of new Syllabus.

### 19. Provision for Multiple Exit

The B.Com. program offered under this direction provides an opportunity to students for multiple exits from the program as per following conditions:

- A student can exit the program after successful completion of 1<sup>st</sup> and 2<sup>nd</sup> Semester courses and obtaining 48 credits. Such a student is eligible to be awarded 'Certificate in Commerce' by the University.
- A student can exit the program after successful completion of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Semester courses and obtaining 96 credits. Such a student is eligible to be awarded 'Diploma in Commerce' by the University.
- A student who has completed the 3 years program and earned 144 credits will be considered eligible for award of 'Bachelor of Commerce' degree by the University.

- d. A student who wishes to exit the program before completion of 3 years is required to apply to the university through Principal.
- e. A student who opted for exit from the program before completion of 3 years (a & b) above shall be eligible for admission to next year of the program in any subsequent academic session. However, if at the time of admission, if this scheme of examination is not in force, the student will have to complete the program according to the provisions made under the direction prevailing at the time of such admission.

## 20. Provision for Transfer of Credits

B.Com. program offered under this direction provides enhanced academic flexibility to students in terms of selecting the courses they want to learn. A student can opt for any course from any statutory/recognized University or any recognized online learning platform such as SWAYAM/NPTEL in lieu of a course (except Core Course and Discipline Specific Electives) mentioned in this scheme of examination. Similarly, a student can opt for transfer of credits by successfully completing the course recognized by the 'Adult and Continuing Education Centre' of Rashtrasant Tukadoji Maharaj Nagpur University. The mechanism for transfer of credits earned through these courses to be adhered is mentioned here:

1. A student seeking for facility for transfer of credits earned from any other platform will have to mandatorily open an account with 'Academic Bank of Credits' and upload the credits so earned therein.
2. Any Core Course or Discipline Specific Elective mentioned in this scheme of examination cannot be opted out by a student.
3. A student can opt out any course other than Core Course/Discipline Specific Elective and earn equal number of credits by completing any ODL or Online course/s from any statutory/recognized University or any recognized online learning platform such as SWAYAM/NPTEL.
4. A student can opt out any course other than Core Course/ Discipline Specific Elective and earn equal number of credits by successfully completing the course recognized by the 'Adult and Continuing Education Centre' of Rashtrasant Tukadoji Maharaj Nagpur University.
5. If a student is willing to opt out any such course, he/she will have to mention this while submitting the examination form to the University for respective semester.
6. A certificate of completion of such an ODL/Online course shall be submitted by the student to the University through college before end term evaluation.




7. Such a certificate shall mandatorily have the number of credits, duration of the course and grades obtained by the student and shall preferably have a QR code for verification.
8. The college shall submit the grades and marks obtained by the student to the University along with Internal Assessment marks for the concerned examination.
9. If a student has opted for an ODL/Online course in a particular semester and failed to submit the certificate within prescribed time, the student will be marked for 'Absent' for a particular course in that examination. Such a student will be required to fill in the examination form in the consecutive attempt and submit the passing certificate to get his/her corrected result.
10. The procedure for transfer of credits mentioned under this direction is subject to the guidelines issued by the University in this regard and a separate direction for the said purpose shall be issued by the University.

**21. Eligibility for award of Degree:**

In order to become eligible for award of 'Bachelor of Commerce (B.Com.)' degree, a student must fulfil the following conditions:

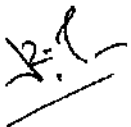
- a. A student must earn minimum 144 credits in not less than 3 years.
  - b. A student must successfully complete (pass) all Core Courses and Discipline Specific Electives mentioned in this direction.
- 22. This direction shall come into force phase wise from the academic session 2022-23.**
- 23. If any question of interpretation of any clause arises for this Direction & Appendix I & II the same shall be referred to the Dean, Faculty of Commerce and Management, whose decision shall be final and binding on all concerned.**



**(Dr. Subhash R. Chaudhari)**  
Vice-Chancellor

Nagpur

Date: 20-10-22





## Appendix 1

### List of Core Courses, Ability Enhancement Compulsory Courses, Skill Enhancement Courses and Discipline Specific Elective

#### A) List of Core Courses (CC)

SN	Semester	Paper / Subjects
1	Sem I	Fundamentals of Accounting
2		Business Economics – I
3		Compulsory English
4		Second language Supplementary English/ Marathi/ Hindi/Other Languages/Vocational Course
5	Sem II	Statistics and Business Mathematics
6		Business Economics - II
7		Compulsory English
8		Second language Supplementary English/ Marathi/ Hindi/Other Languages/Vocational Course
9	Sem III	Financial Accounting - I
10		Monetary Economics - I
11		Compulsory English
12		Second language Supplementary English/ Marathi/ Hindi/Other Languages/Vocational Course
13	Sem IV	Financial Accounting - II
14		Monetary Economics - II
15		Compulsory English
16		Second language Supplementary English/ Marathi/ Hindi/Other Languages/Vocational Course
17	Sem V	Financial Accounting - III
18		Tax Procedure and Practice
19		Human Resource Management
20		Agricultural Economics
21	Sem VI	Financial Accounting - IV
22		International Economics
23		Advanced Statistics
24		Financial Management

#### B) List of Ability Enhancement Courses (AEC)

Semester	Paper / Subjects
Sem I (Any One)	Commercial Firms
	Digital Marketing

	Vocational Course
Sem II (Any One)	Commercial Services
	Fundamentals of Banking
	Vocational Course
Sem III (Any One)	Company Law
	Income Tax
	Vocational Course
Sem IV (Any One)	Organizational Behaviour
	Banking Procedure & Practice
	Vocational Course

C) List of Skill Enhancement Courses (SEC)

Semester	Paper / Subjects
Sem I (Any One)	Business Skills
	MS-Office
Sem II (Any One)	Financial Market Operations
	Skill Development
Sem III (Any One)	Holistic Development
	Computerized Accounting
Sem IV (Any One)	Secretarial Practice
	Insurance Procedure & Practice
Sem V (Any One)	Company Audit
	Internship
	Vocational Course
Sem VI (Any One)	Marketing Process
	Advertising Skills
	Vocational Course

D) List of DSE (Discipline Specific Electives):

Semester	Paper / Subjects
Sem V (Any One)	Cost Accounting
	Commercial Psychology
	Mercantile Law I
	Business Entrepreneurship Development
	Vocational Course
Sem VI (Any One)	Managerial Accounting
	Hospitality and Health Care Management
	Mercantile Law II
	Commercial Geography in Vidarbha Region
	Vocational Course

If the student wishes to opt for any course, other than offered by the University, He / she can register for any other equivalent credit ODL (Open and Distance Learning) courses and submit the passing certificate.

## Appendix – 2

### Detailed Syllabus and Question Paper Pattern

Bachelor of Commerce  
B.Com. (CBCS) – Sem I  
B.Com. - First Year Semester-I  
Course Type: Core Course  
Course Name: Fundamentals of Accounting  
Course Code: 1T1

Course Outcomes:

<b>CO1</b>	Given the information about the business transactions/ each student will be able to identify the nature of transaction/ events and will be able to record the financial transaction in the books of accounts i.e. Journal, Ledger, personal, Real, Nominal Account and Subsidiary Books etc. by applying double entry book system of accounting.
<b>CO2</b>	Given the Trial Balance of a Sole Trading concern along with the accompanied adjustments the students will be able to prepare the financial statement of a Sole Trader at the end of a financial year.
<b>CO3</b>	Given the detail business transactions between the Head office and Branches, students will be able to prepare Branch Account, cash and Credit sales, debtors & stock and debtor method of accounting.
<b>CO4</b>	Given the Trial Balance along with the adjustment of a Co-operative society a student would be able to prepare Trading Account, Profit & Loss Account, Profit & Appropriation Accounts and Balance Sheet of Co-operative Society As per State Co-operative Societies Act, 1960.
<b>CO5</b>	Given the information of business Receipts and Payments, student will be able to a simple cash book.

#### **Unit - I Basic of Financial Accounting**

An overview of basic of books keeping and accountancy. Objective, Importance, Advantages, Limitations and Functions of Accounting. Double Entry System, Branches of Accounting. Capital and Revenue Receipt & Expenditure. Preparation of Journal, Ledger's, Simple Cash book, Trial Balance. (Theory & Numerical)

**Unit - II Accounting Concepts:**

Meaning, objectives and principles of Accounting, Accounting Concepts & Conventions, Indian Accounting Standards- AS 1 to AS 10. Basic concept of Profit & Loss A/c and Balance Sheet. Preparation Final accounts of Sole Traders (Excluding Manufacturing A/c) (Theory & Numerical)

**Unit - III Branch Accounting ( Excluding Foreign Branch)**

Meaning of Branch Objective of Branch Accounting, Type of Branches, Mentioned of Accounting Records, Transactions relating to Branch, Accounting procedure of Branch. (Theory & Numerical)

**Unit - IV Final Accounts of Co - Operative Societies:**

(As per Maharashtra Co-Operative Societies Act 1960)

Introduction, Types of Co-operative societies. Preparation of Trading A/c, Profit and Loss A/c, P & L Appropriation A/c and Balance Sheet. (Theory & Numerical)

Note: Activities for subject/Chapter related (Workshop, Seminar, Guest Lecture, Group Discussion, Visit to Business organisation)

**The Financial year ends on 31st March.**

**Reference Books :**

1. Dr. S. M. Shukla : Financial Accounting, Sahitya Bhawan Publication
2. Gupta R. L. - Advanced Financial Accounting - S. Chand & Sons
3. Kumar, Anil S. - Advanced Financial Accounting - Himalaya Publication House
4. Shukla and Grewal : Advanced Accounts (S. Chand & Ltd. New Delhi)
5. Jain and Narang : Advanced Accounts (Kalyani Publishers, Ludhiana)
6. Dr.S. K. Singh: Financial Accounting, S.B.P.D Publication, Agra
7. Dr. Vijay Bagde, Dr. Pramod Fating, Dr. Prashant Gulhane: Financial Accounting-I; Sir Sahitya Kendra, Nagpur.
8. Dr. P. Wath, Dr. R. Jadhao, Dr. R. Selukar :- Financial Accounting- Sai Jyoti Prakashan

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Core Course  
Fundamentals of Accounting  
Course Code: 1T1

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |                    |          |
|-----|--------------------|----------|
| (a) | UNIT – I (Theory)  | 08 Marks |
| (b) | UNIT – I (Problem) | 08 Marks |
|     | OR                 |          |
| (c) | UNIT – I (Problem) | 16 Marks |

Q.2

- |     |                     |          |
|-----|---------------------|----------|
| (a) | UNIT – II (Theory)  | 08 Marks |
| (b) | UNIT – II (Problem) | 08 Marks |
|     | OR                  |          |
| (c) | UNIT – II (Problem) | 16 Marks |

Q.3

- |     |                      |          |
|-----|----------------------|----------|
| (a) | UNIT – III (Theory)  | 08 Marks |
| (b) | UNIT – III (Problem) | 08 Marks |
|     | OR                   |          |
| (c) | UNIT – III (Problem) | 16 Marks |

Q.4

- |     |                     |          |
|-----|---------------------|----------|
| (a) | UNIT – IV (Theory)  | 08 Marks |
| (b) | UNIT – IV (Problem) | 08 Marks |
|     | OR                  |          |
| (c) | UNIT – IV (Problem) | 16 Marks |

Q.5

- |     |                      |          |
|-----|----------------------|----------|
| (a) | UNIT – I (Problem)   | 04 Marks |
| (b) | UNIT – II (Problem)  | 04 Marks |
| (c) | UNIT – III (Problem) | 04 Marks |
| (d) | UNIT – IV (Problem)  | 04 Marks |

Bachelor of Commerce  
B.Com. (CBCS) – Sem I  
B.Com. - First Year Semester-I  
Course Type: Core Course  
Course Name: Business Economics -I  
Course Code: 1T2

Course outcomes

CO1	Students will be able to classify fundamental problems of an economy
CO2	Students will be able to use demand analysis & Indifference curves analysis in given situation
CO3	Students will be able to apply various demand forecasting techniques
CO 4	Students will be able to identify key elements in supply and isoquant curves
CO 5	Students will be able to measure and comment on elasticity of demand for given data

Unit I:

Introduction to economics: Contents of economics, stages of economic evolution, essential processes of economy, fundamental problems of an economy, basic terms and concepts – goods, utility, value, price, wealth, income and equilibrium

Unit II:

Demand Analysis: defining demand & Law of demand & Exceptions, utility analysis, indifference curves analysis, Types of demand – direct & Indirect demand, derived & Autonomous demand, durable and non-durable goods demand, firm & industry demand, total market and segment demand, , Determinants of Demand; Elasticity of Demand: Changes in demand, demand function, concept of elasticity, measurement of elasticity

Unit III:

Demand Forecasting: forecasts and forecasting techniques, Qualitative techniques – expert opinion survey , consumers complete enumeration survey, sales force opinion survey, consumers end use survey , Quantitative techniques – trend projection technique, barometric method , Econometric techniques – regression method



Unit IV:

Supply- Meaning, Criticism, factors influencing factors of supply. Law of supply, movements and shifts in supply curve. Elasticity of supply, determinants of supply.

Production Analysis: Production function, returns to factor and returns to scale, Output elasticity Isoquant Curves definition, General Properties

### **References**

1. Business Economics , V.G. Mankar, Himalaya Publication House
2. Modern Economics, H.L.Ahuja, S.Chand & Co Ltd.
3. Micro Economics P.N.Chopra, Kalyani Publishers.
4. Micro Economics, D.D.Chaturvedi, Galgotia Publishing Company.
5. Modern Economic Theory, K.K.Dewett, S.Chand & Co Ltd.

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Core Course  
Business Economics I  
Course Code: 1T2

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- (a) UNIT – I 08 Marks  
(b) UNIT – I 08 Marks

OR

- (c) UNIT – I 16 Marks

Q.2

- (a) UNIT – II 08 Marks  
(b) UNIT – II 08 Marks

OR

- (c) UNIT – II 16 Marks

Q.3

- (a) UNIT – III 08 Marks  
(b) UNIT – III 08 Marks

- OR
- (c) UNIT – III 16 Marks
- Q.4
- (a) UNIT – IV 08 Marks
- (b) UNIT – IV 08 Marks
- OR
- (c) UNIT – IV 16 Marks
- Q.5
- (a) UNIT – I 04 Marks
- (b) UNIT – II 04 Marks
- (c) UNIT – III 04 Marks
- (d) UNIT – IV 04 Marks

Bachelor of Commerce  
 B.Com. (CBCS) – Sem I  
 B.Com. - First Year Semester-I  
 Course Type: Ability Enhancement Course  
 Course Name: Commercial Firms  
 Course Code: 1T5 - A

Course Outcomes:

CO1	Students will be able to relate the concepts of commercial firms
CO2	Students will be able to interpret the concept of sole trader into practice
CO3	Students will be able to analyse partnership firm and will gain knowledge about starting a partnership firm.
CO4	Students will be gain knowledge about comp and it's various concept and will be able to gain knowledge about starting a company.
CO5	Students will relate to the concept of start ups and will be aware about starting a start ups and will be able to prepare project report

UNIT I: Commercial firms: Concept and importance. It's contribution in economic growth

UNIT II: Sole trader: meaning, definition, salient features, procedure to start a sole trade business.  
Activities included in sole trading, Partnership: concept, meaning, characteristics importance , procedure to be adopted for starting partnership. Activities involved in partnership business

UNIT III: Company: concept, meaning, characteristics, procedure to start a company, activities involved in company business

UNIT IV: Start ups: concept and meaning, role in economic development, various Government schemes for start ups. Preparation of project report for start ups

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Ability Enhancement Course  
Commercial Firms  
Course Code: 1T5 - A

Time – 3 Hours]

[Full Marks: 80

N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
|     | OR       |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
|     | OR        |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |
|     | OR         |          |
| (c) | UNIT – III | 16 Marks |

Q.4

- (a) UNIT – IV 08 Marks  
(b) UNIT – IV 08 Marks  
OR  
(c) UNIT – IV 16 Marks

Q.5

- (a) UNIT – I 04 Marks  
(b) UNIT – II 04 Marks  
(c) UNIT – III 04 Marks  
(d) UNIT – IV 04 Marks

Bachelor of Commerce  
B.Com. (CBCS) – Sem I  
B.Com. - First Year Semester-I  
Course Type: Ability Enhancement Course  
Course Name: Digital Marketing  
Course Code: 1T5 - B

**Course Outcomes**

CO1	The students will be able to understand the concept and develop the knowledge of Digital Marketing, E-Commerce and M-Commerce.
CO2	The students will be able to understand the concept & will be equipped with the practical knowledge of creating Electronic mail (Email), Websites, Brochure / Flyers.
CO3	The students will be able to develop the knowledge about usage and Procedures for handling various important Digital Marketing Platforms for Earning Income.
CO4	The students will be able to develop the knowledge about Recent Trends for Earning Income through Digital Marketing.
CO5	The students will be equipped with the practical knowledge of various important Digital Marketing Platforms.

**Unit I: Digital Marketing:** Introduction, meaning, significance and benefits. Myths in Digital Marketing, Digital marketing process, Introduction to E-Commerce, M-Commerce, Traditional marketing Vs Digital Marketing.

**Unit II: Electronic mail (Email) and Websites:** Meaning & Features of Email, Procedure for sign-up and sing-in in Email. Usage of BCC & CC in Email, procedure to send the attachment through email. Meaning & Features of Websites, Procedure for Creating Website, Domain name, uses of hyperlink. Procedure for Creating Brochure / Flyers.

**Unit III:. Usage of Digital Marketing Platforms for Earning Income:** Procedures for handling- Search Engine Optimisation (SEO), Search Engine Marketing (SEM), Social Media Optimisation (SMO), Social Media Marketing (SMM), Email Marketing, Mobile marketing, Pay Per Click (PPC) Advertising, Google AdSense, Content Marketing, Affiliate Marketing, Influencer Marketing.

**Unit IV:. Recent Trends for Earning Income through Digital Marketing:** Procedures for - Creating Blog, Creating YouTube Channel, Setting up Facebook Advertising Account, Starting Freelancing Service, using Podcast for Selling Products. Procedure for Selling products on Instagram, Procedure for Creating seller account on various Digital Marketing Platforms- Amazon, Flipkart, etc.

#### References Books:

- *Fundamentals of Digital Marketing, Puneet Bhatia, Pearson Education; second edition (June 2019)*
- *Digital Marketing, Seema Gupta, McGraw Hill Education; Second edition (August 2020)*
- *Digital Marketing: Complete Digital Marketing Tutorial, Kailash Chandra Upadhyay, Notion Press (June 2021)*
- *Digital Marketing, Moutusy Maity, Oxford University Press (June 2022)*
- *Recent Trends in Digital Commerce, Dr. Medha Kanetkar, Dr. Manish Vyas, Mrs. Mrunmayee Khati, Sainath Prakashan (June 2021)*
- *The Essential Social Media Marketing Handbook, Gail Z. Martin, Rupa Publications India (20 June 2018)*
- *Social Media Marketing 2021, by Michael Branding, Notion Press; 1st edition (June 2021)*

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Ability Enhancement Course  
Digital Marketing  
Course Code: 1T5 - B

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |          |    |          |
|-----|----------|----|----------|
| (a) | UNIT – I |    | 08 Marks |
| (b) | UNIT – I |    | 08 Marks |
|     |          | OR |          |
| (c) | UNIT – I |    | 16 Marks |

Q.2

- |     |           |    |          |
|-----|-----------|----|----------|
| (a) | UNIT – II |    | 08 Marks |
| (b) | UNIT – II |    | 08 Marks |
|     |           | OR |          |
| (c) | UNIT – II |    | 16 Marks |

Q.3

- |     |            |    |          |
|-----|------------|----|----------|
| (a) | UNIT – III |    | 08 Marks |
| (b) | UNIT – III |    | 08 Marks |
|     |            | OR |          |
| (c) | UNIT – III |    | 16 Marks |

Q.4

- |     |           |    |          |
|-----|-----------|----|----------|
| (a) | UNIT – IV |    | 08 Marks |
| (b) | UNIT – IV |    | 08 Marks |
|     |           | OR |          |
| (c) | UNIT – IV |    | 16 Marks |

Q.5

- |     |            |  |          |
|-----|------------|--|----------|
| (a) | UNIT – I   |  | 04 Marks |
| (b) | UNIT – II  |  | 04 Marks |
| (c) | UNIT – III |  | 04 Marks |
| (d) | UNIT – IV  |  | 04 Marks |



Bachelor of Commerce  
B.Com. (CBCS) – Sem I  
B.Com. - First Year Semester-I  
Course Type: Skill Enhance Course  
Course Name: Business Skills  
Course Code: 1T6 - A

Course Outcomes:

CO1	The student will be able to <b>classify</b> different forms of business and business activities
CO2	The student will be able to <b>differentiate</b> between management and administration and also will be able to <b>formulate</b> a plan for a given activity
CO3	The student will be able to <b>distinguish</b> types of organisations and will also able to <b>decide</b> actions for a given situation
CO4	The student will be able to <b>select</b> leadership skills in a group and <b>demonstrate</b> direction skills to achieve objectives
CO5	The student will be able to <b>demonstrate</b> the roles, skills and functions of management required for a business activity

**Unit-I:** Nature and Scope of Business: Meaning and Definition of Business, Characteristics, Objectives of Business, Classification of Business Activities, Industry, Commerce & Trade, Social Responsibility of Business Towards Different Groups. Forms of Business Units: Sole Trader, Partnership, Joint Stock Company and Co-Operative Society – Meaning, Characteristics, Advantages & Disadvantages.

**Unit-II:** Management and Administration: Meaning and Definition of Management, Characteristics, Scope, Importance, Management and Administration, Management – A Science or Art. Planning: Meaning, Nature and Characteristics, Process, Importance, Types, Components.

**Unit-III:** Decision Making: Concept, Characteristics – Importance, Process, Types of Decisions. Organizing: Concept, Principles, Types – Line, Functional, Line and Staff, modern types of organizations-Projects, Matrix, Formal and Informal Organization, Advantages and Disadvantages.

**Unit-IV:** Direction: Meaning, Nature, Importance and Techniques. Co-Ordination: Meaning, Principles, Internal and External Co-Ordination, Methods of Achieving Effective Co-Ordination. Leadership: Leadership – Concept, Characteristics, Types and Qualities. Concept of Morale.

Control: Meaning, Characteristics, Need, Procedure, Types, Essentials of Good Control System, Control Devices.

### Reference Books

1. Ramaswamy, I. (2011). Principles of Business Management, (8th ed.), Himalaya Publishing House, New Delhi.
2. Principles of Management and Administration. Author, D. Chandra Bose. Publisher, PHI Learning, 2009
3. Robbins, S. (2017). Management, (13th ed.), Pearson Education, New Delhi
4. "The Practice of Management", Peter Drucker, Om Books India
5. Ghuman, K & Aswathapa, K, (2017). Management concepts and cases (10th ed.), Tata McGraw Hills, New Delhi
6. Koontz, H, & Weihrich, H (2016). Essentials of Management: An International Perspective (8<sup>th</sup> ed.), Tata McGraw Hills, New Delhi

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Skill Enhancement Course  
Business Skills  
Course Code: 1T6 - A

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
|     | OR       |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
|     | OR        |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |

- OR
- (c) UNIT – III 16 Marks
- Q.4
- (a) UNIT – IV 08 Marks  
 (b) UNIT – IV 08 Marks
- OR
- (c) UNIT – IV 16 Marks
- Q.5
- (a) UNIT – I 04 Marks  
 (b) UNIT – II 04 Marks  
 (c) UNIT – III 04 Marks  
 (d) UNIT – IV 04 Marks

Bachelor of Commerce  
 B.Com. (CBCS) – Sem I  
 B.Com. - First Year Semester-I  
 Course Type: Skill Enhance Course  
 Course Name: MS-Office  
 Course Code: 1T6 - B

<b>Course Outcome</b>	
<b>CO1</b>	Student will be able to create and manage word documents with required formatting. Students will be able to compose word documents and operate relevant features and tools of MS Words.
<b>CO2</b>	Student will be able to perform operations like creating, storing, and formatting data using different Excel formatting tools and features.
<b>CO3</b>	Students will able to perform calculations using functions, and present the data visually using charts and graphs.
<b>CO4</b>	Student will be able to create and design professional presentation using different features & tools of PowerPoint.

<b>CO5</b>	Students will be able to prepare and appraise professional business data, document and presentation.
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### **Unit I**

#### **Microsoft Word**

Introduction ; Getting familiar with the interface of Word; Backstage View(File); Creating, Saving, Opening, Closing of document; Editing text Documents; Inserting & Deleting text, Toolbars; Inserting Tables, Pictures, Shapes, Icons, Smart Art, Drop Cap, Date and time, Object, Word Art, Special Symbols, Hyperlinks, Header and footer, Page Numbering, Charts; Use columns and breaks; Using step-by-step mail merge wizard; Review documents using - Spelling and Grammar check, word count; Different views of word document, Change the view of document ; Using format painter ;Creating styles; Using Page Setup Settings , Printing of the document; Sharing the document ;Exporting of word document

### **Unit II**

#### **Microsoft Excel – I**

Introduction ; Getting familiar with the interface of Excel; Backstage View(File); Excel Toolbars; References-Absolute and Relative; Working with worksheet/workbook; Data Entry in Excel; Formatting of data –Formatting Cell, Rows, Columns , Sheet ; Different formatting - Number Formatting ,Text formatting ,Date Formatting ,Alignment Settings, Font Formatting, Border ,Shading , Format as Table; Changing Row /Height ,Using Hide /unhide options; Moving or copying sheet; Renaming Sheet; Flash Fill ;Using find and select options-Go to, Go To Special ; Sharing the excel workbook; Exporting of worksheet

### **Unit III**

#### **Microsoft Excel – II**

Outline -Group, Ungroup, Subtotal; Conditional Formatting; Performing Calculations with Functions and formulas, Function Library-Date and Time Functions, Mathematical Functions, Logical Functions, Text Functions, Statistical Functions, hlookup, vlookup; Converting data from text to columns, removing duplicates; Creating Effective Tables & Charts; Data analysis using Sort ,Filter and data validation feature in excel; Pivot table & Pivot charts; Page Setting & Printing

### **Unit IV**

#### **Microsoft PowerPoint**

Introduction ; Getting familiar with the interface of PowerPoint; Backstage View (File); Slide Layout; Formatting in PowerPoint; Different Toolbars; Inserting Clip Art, Picture, Slide, Organization Chart, Smart art ,Table, Hyperlink; Presentation Views ; Master Slide; Working With Movies and Sounds; Using different design themes; Changing Slide Size and background ; Applying Animation and Slide Transition; Slideshow ; recording slide show; Page Setting & printing; Sharing the presentation ;Exporting the presentation to Video

### **Text Books**

1. MS Office 2016 Quintessential Course –Vishnu P Singh, Asian Computer Books
2. Microsoft Office 2016 Step by Step, Joan Lambert, Curtis Frye, Microsoft Press
3. Information Technology, Vikrant Malviya, Himalaya Publishing House

### Reference Books

1. Introduction to Information Technology, Renu Vashishth & Dr. Neeru Mudra, Himalaya Publishing House
2. Computer course –Prof. Satish Jain, Shashi Singh, M. Geetha, BPB Publication
3. Office 16 in easy steps, Michael Price Mike Mc Grath, BPB Publications
4. Office 2016 for beginners- Steven Weikler, Alpha Lifestyle Productions
5. Microsoft office 2016 Word, Excel, One Note Book - Vol 1-Lalit Mali, Notion Press

Question Paper Pattern  
B.Com. (CBCS) Semester I  
Course Type: Skill Enhancement Course  
MS-Office  
Course Code: 1T6 - B

The end semester examination of Basics of MS-Office Course shall have following question pattern.

**Part I – MCQ Test:** 40 Multiple Choice Questions of 1 mark each. 40 questions would be prepared covering all four units of the course. The MCQ based test can be taken in offline mode or online mode as per the available resources with the colleges. **Duration for solving 40 questions would be 1.5 Hours.**

**Part II – Workbook Submission:** A workbook will have to be submitted by the students. This workbook will carry 40 marks. There will be 8-10 practical questions to be performed using MS –Office and the output will be printed and attached in the workbook.

## Vocational Course Semester I

(Same syllabus for all vocational group subjects in B. Com. – I)

### 1T7 - Entrepreneurial Development-I

Time : 3 Hours

Full Marks: 80

Internal Assessment: 20

**Level of knowledge: Basic knowledge**

**Objective:** To provide introductory knowledge about entrepreneurship and its development process.

#### Unit-I

Entrepreneurship – Evolution of the concept of entrepreneur, Definitions of Entrepreneurship & Entrepreneur, Types of Entrepreneurship, Function of Entrepreneur, Characteristics of Entrepreneur, Socio-economic origins of Entrepreneurship.

#### Unit-II

Stages in the Entrepreneurial process, Barriers to Entrepreneurship, Environmental factors affecting Entrepreneurship, Entrepreneurial Structures.

#### Unit-III

Qualities of a successful Entrepreneur. Distinction between an Entrepreneur and a Manager, role of Entrepreneurship in Economic development. Theories of Entrepreneurship- Theory of Achievement Motivation, Conceptual Model of Entrepreneurship.

#### Unit-IV

Women Entrepreneurship- Concept of Women Entrepreneurs, Functions of Women Entrepreneurs, Growth of women Entrepreneurship and problems of women Entrepreneurs, Development of women Entrepreneurship, Recent Trends.

#### Books Recommended:

- ✓ Dynamics of entrepreneurial development and management, Vasant Desai
- ✓ Entrepreneurial development, Vasant Desai.
- ✓ Entrepreneurial Development, S. S. Khanka, S. Chand Publishers.
- ✓ M.V. Deshpande : Entrepreneurship of small scale industries.
- ✓ Entrepreneurship Development and Business Communication, Vasant Desai and Urmila Rai, Himalaya Publishing House.
- ✓ Entrepreneurship Development in India, Dr. C. B. Gupta and Dr. N.P. Srinivasan, Sultan Chand & Sons.
- ✓ Entrepreneurial Development, Vasant Desai, Appannaiah, Reddy and Gopal Krishna, Himalaya Publishing House.

## Computer Application I

### 1T8.1 : Fundamental of Information Technology (FIT)

**Unit-I:** Definition of Computer, Block diagram of computer, generations of computer, classification of computers, characteristics, advantages & limitations of computer. Computer organization: Central processing Unit - speed of processor, computer memory: primary & secondary, Storage devices: floppy disk, Hard disk, magnetic tapes, optical disk (CD/ DVD), pen drive. Input devices: keyboard, mouse, joystick, light pen, scanners, OCR, MICR, Touch Screen, Bar code reader. Output devices: monitor, printers, classification of printers, impact & non- impact printers, dot matrix, ink jet, laser, thermal printers, plotters.

**Unit-II :** Hardware & software, Software and programming languages.

Computer networks – LAN, WAN, MAN

Internet, WWW, E-Mail, education, financial service, e-Commerce, banking, shopping, advertising, e-governance. Virus, Types of Viruses, Anti-Virus, Firewall and Anti-Spy ware Utilities

#### UNIT – III :

##### Introduction to Disk Operating System (DOS) :

File types, Directory Structure, Booting - Warm and Cold Booting, Types of DOS commands (Internal and External)

Directory commands: DIR, MD, RD, TREE, PATH, SUBST ETC., Wild card Definitions, Commands related to file management: COPY, DEL, ERASE, REN, ATTRIB, XCOPY, BACKUP and RESTORE, General commands: TYPE DATE, TIME, PROMPT etc., batch commands, wild card characters & its use.

#### UNIT – IV :

##### Introduction to Windows Operating System :

Advantages of windows operating system, operating with windows, GUI, use of help features, starting an application, essential accessories, windows explorer, control panel, my computer, my documents, recycle bin, finding folders and files, system tools, new features in windows-7/8/10 versions.

**Practical : Practical will be based on Unit-III & IV i.e. MS-DOS and Windows**

#### BOOKS RECOMMENDED:

1. I.T. Today (Encyclopedia) By S. Jaiswal (Test Book)
2. Computer Today By Donald Senders
3. Computer Applications In Management – Ushadahiya, Sapnanagpal (Taxmann's)
4. Information Technology - Dr. Sushilamadan (Taxmann's)
5. Understanding Computer By Dineshkumar
6. Computer Fundamentals By P. K. Sinha
7. Office Automation By K.K. Bajaj (Macmilan)
8. Business On The Net An Introduction To The Whats And Hows Of E-Commerce By K. N. Agarwala & Others (Macmilan)
9. Dos/Unix & Windows: I.T. Today (Encyclopedia) By S. Jaiswal
10. Msdos; Manual



## Principles & Practice of Insurance I

### 1T8.2-Life Insurance – Paper I

Time : 3 Hours]

Theory : 80 Marks

Internal Assessment: 20 Marks

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#### Level of knowledge - Basic knowledge.

**Objective** - To create awareness regarding basic knowledge about Life Insurance.

#### Unit – I

Concept of Risk, Meaning ,Definition, Classification of Risk, Risk Management : Meaning and Definition, Objectives, Importance, Classification of Risk, Methods of Handling Risk, factors affecting Risk Management, Principles of Insurance Management, Process of Risk Insurance Management

#### Unit – II

Concept of Insurance: Meaning, Definition, Need, Importance and Scope of Insurance, Benefits of Insurance. History of Insurance, Meanings of Terms used - Premium, Compensation, Cover note, Claim, Peril, actor affecting premium calculation  
Reinsurance : Important concepts, characteristics, types of reinsurance, double cover, external and internal insurance.

#### Unit – III

Life Insurance: Meaning and definition of Life Insurance, Organization , Management , regulation , role and functions of life insurance  
Insurance Contract, Essentials of Insurance Contract  
Principles of Life Insurance, Classification of Life Insurance Policies.

#### Unit – IV

Policy conditions of Life Insurance ,  
Insurance document – Proposal form, policy form, cover note, certificate of Insurance, endorsement, co-insurance and renewal receipt, procedure of taking Life Insurance Policy.  
Settlement of Claim on Maturity of Policy, Death of Policy holder,

#### Recommended books:

- Fundamental Of Insurance, R.K. Gupta, Himalaya Publishing House.
- Principles & Practice of Insurance, Dr. P. Periasamy, Himalaya Publishing House
- Insurance Principle and Practice, M.M. Mishra and Dr. S.B. Mishra, S. Chand Publication
- Principles of Insurance, Dr. Shakti Pratchbal and Dr. N.P. Dwivedi, Himalaya Publishing House

✓ बीमा के सिद्धांत एवं व्यवहार – भगवती प्रकाश अर्मा, राजीव जैन, पुरुशोत्तम दयाल– हिमालया पब्लिशिंग हाऊस

## **Advertising, Sales Promotion and Sales Management**

### **Semester I**

#### **1T8.3 -Advertising, Sale Promotion and Sales Management – I**

**Full Marks : 80**

**Time : 3 Hours**

#### **Internal Assessment : 20**

**Objectives:** The aim of the paper is to acquaint the students with concepts, techniques and give experience in the application of concepts for developing an effective advertising programme.

#### **Unit I:**

- Advertising Role in the Marketing Process: Legal Ethical and social Aspects of Advertising. Functions and types of advertising.

#### **Unit II:**

Integrated Marketing communication .Brand management , Brand Image, Brand Equityand Brand Building. Ethics of advertising

#### **Unit III:**

The major players in advertising, Advertising agency, Brand manager, market researchfirms, Media, Type of agencies. Structure of an agency and its functions. The process ofdeveloping an ad.

#### **Unit IV:**

Objective Setting and market Positioning; Dagmar Approach in Determination of Target Audience and understanding them. Assumptions about consumer behavior.

**Recommended books:**

Luick, John F and Siegler, William Lee, Sales Promotion and Modern Merchandising (McGraw Hill Book Co., New York, 1968)

Still, Richard, Edward W & Govoni Norman AP, Sales Management Decisions, Strategies and Cases (Prentice Hall India Pvt. Ltd., New Delhi, 1981)

David Aaker, Advertising Management (Prentice Hall India Pvt. Ltd., New Delhi)

Kazmi &Batra, Advertising & Sales Promotion (Excel Books)

Belch & Belch, Advertising & Promotion (Tata McGraw Hill)

Jethwaney & Jain, Advertising Management, (Oxford University Press)

**SEMESTER I**

**QUESTION PAPER PATTERN FOR All Vocational Subjects**

**Computer Application, Insurance & Entrepreneurial Development**

Time – 3 Hours]

[Full Marks: 80

N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- (a) UNIT – I 08 Marks  
(b) UNIT – I 08 Marks

OR

- (c) UNIT – I 16 Marks

Q.2

- (a) UNIT – II 08 Marks  
(b) UNIT – II 08 Marks

OR

- (c) UNIT – II 16 Marks

Q.3

- (a) UNIT – III 08 Marks  
(b) UNIT – III 08 Marks

OR

- (c) UNIT – III 16 Marks

Q.4

- (a) UNIT – IV 08 Marks

(b) UNIT – IV 08 Marks

OR

(c) UNIT – IV 16 Marks

Q.5

(a) UNIT – I 04 Marks

(b) UNIT – II 04 Marks

(c) UNIT – III 04 Marks

(d) UNIT – IV 04 Marks

Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. - First Year Semester-II  
Course Type: Core Course  
Course Name: Statistics and Business Mathematics  
Course Code: 2T1

CO1	Given the information about a particular variables, Student will be demonstrate an understanding of statistics by creating frequency distribution as per the Statistical Series.
CO2	From the given data set student will be able to compute Mean, Median, Mode and other measure of central tendency as required.
CO3	From the given data, Students will be able to know dispersion and to calculate Standard Deviation, Quartiles, Quartile Deviation & Co-efficient of Variation.
CO4	From the given data set the student will be able to compute the Skewness & it's coefficient by using Karl Pearson's and Bowley's method.
CO5	From the given information student will able to calculate Percentage, Simple Interest, Compound Interest and also able to calculate Profit or Loss arising out a business transactions.

## **B.Com. - First Year Semester-II**

### **2T1: Statistics and Business Mathematics**

#### **Unit - I Statistics & Measures of Central Tendency**

Meaning, Scope, Importance, Functions and Limitations of Statistics. Collection of data, Tabulation and Classification, Frequency distribution. Mean, Median, Mode, Geometric Mean and Harmonic Mean (Theory & Numericals)

#### **Unit -II Dispersion-**

Meaning and significance of dispersion, Methods of measuring dispersion, Standard Deviation, Quartiles, Quartile Deviation, Co-efficient of variation (Theory & Numericals)

#### **Unit - III Skewness-**

Absolute Measures of Skewness, Relative Measures of Skewness, Karl Pearson's Coefficient of Skewness, Bowley's Coefficient of Skewness. (Numericals)

#### **Unit - IV Business Mathematics:-**

Percentages, Simple Interest, Compound Interest, Profit/ Loss. (Numericals)

Note: Activity for subject/Chapter related (Workshop, Seminar, Guest Lecture, Group Discussion)

#### **Reference Books:**

1. Fundamentals of statistics : D. V. Elhance & Veena Elhance.
2. Statistics : V. K. Kapoor : S. Chand & Sons.
3. Statistics : B. New Gupta: Sahitya Bhavan Agra.
4. Fundamental of Statistics : S. C. Gupta - Himalaya Publishing House.
5. Business Mathematics & Statistics : NEWK Nag & S.C. Chanda - Kalyani Publishers
6. Statistics and Business Mathematics: Dr. Pramod Fating, Dr. Milind Gulhane, Dr. Vijay Bagde, Sir Sahitya Kendra, Nagpur
7. Problem in Statistics : Y. R. Mahajan: Pimplapure Publisher Nagpur
8. Statistics and Business Mathematics: Dr. Gulhane, Dr. Chopde

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Core Course  
Statistics and Business Mathematics  
Course Code: 2T1

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |                    |          |
|-----|--------------------|----------|
| (a) | UNIT – I (Theory)  | 08 Marks |
| (b) | UNIT – I (Problem) | 08 Marks |
| OR  |                    |          |
| (c) | UNIT – I (Problem) | 16 Marks |

Q.2

- |     |                     |          |
|-----|---------------------|----------|
| (a) | UNIT – II (Theory)  | 08 Marks |
| (b) | UNIT – II (Problem) | 08 Marks |
| OR  |                     |          |
| (c) | UNIT – II (Problem) | 16 Marks |

Q.3

- |     |                      |          |
|-----|----------------------|----------|
| (a) | UNIT – III (Theory)  | 08 Marks |
| (b) | UNIT – III (Problem) | 08 Marks |
| OR  |                      |          |
| (c) | UNIT – III (Problem) | 16 Marks |

Q.4

- |     |                     |          |
|-----|---------------------|----------|
| (a) | UNIT – IV (Theory)  | 08 Marks |
| (b) | UNIT – IV (Problem) | 08 Marks |
| OR  |                     |          |
| (c) | UNIT – IV (Problem) | 16 Marks |

Q.5

- |     |                      |          |
|-----|----------------------|----------|
| (a) | UNIT – I (Problem)   | 04 Marks |
| (b) | UNIT – II (Problem)  | 04 Marks |
| (c) | UNIT – III (Problem) | 04 Marks |
| (d) | UNIT – IV (Problem)  | 04 Marks |

Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. - First Year Semester-II  
Course Type: Core Course  
Course Name: Business Economics II  
Course Code: 2T2

Course outcomes

CO1	Students will be able to establish relationship between cost and Output in short / long run
CO2	Students will be able to differentiate between various Market structures
CO3	Students will be able to determine prices under different market structures
CO4	Students will be able to explain basic concepts of macroeconomics
CO5	Students will be measure national income using given data.

Unit I:

Cost Analysis: Cost Concepts – Actual & Opportunity cost, fixed costs and Variable costs, explicit and implicit costs, total, average and marginal costs, historical costs and replacement costs, short run costs and long run costs, accounting costs and economic costs. Determinants of costs; Short run cost-output relationship; long run cost-output relationship; Economies and diseconomies of scale – factors causing, economies & diseconomies; estimating cost output relationship – accounting method, engineering method, econometric method

Unit II:

Market Structures – Concept, meaning, Definition, Classification of market structures, Perfect Competition, Monopolistic Competition. Product Differentiation. Oligopoly: Homogeneous and Heterogeneous Oligopoly, Price Rigidity in Oligopoly. Kinked Demand Curve. Monopoly Features, Equilibrium. Difference between Perfect Competition and Monopoly.

Unit III:

Pricing Concepts– demand, cost of production, objective of firm, government policy, nature of competition, Cournot's Model, Collusion Model, Leader- Follower Model; Price determination under perfect competition, Price determination under Monopolistic competition; price determination under monopoly



Unit IV:

Introductory Macroeconomics: Concept of inflation, employment, money supply, monetary policy, fiscal policy, Balance of payments, National income, consumption function. Savings and Investment – equality between savings and investments; Determinants of National income, Measurement of national income.

References:

1. Business Economics, H.L.Ahuja, S.Chand Publishing
2. Micro Economics, P.N.Chopra, Kalyani Publishers.
3. Micro Economics, D.D.Chaturvedi, Galgotia Publishing Company.
4. Principles of Economics, D.M.Mithani, Himalaya Publishing House.

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Core Course  
Business Economics II  
Course Code: 2T2

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
| OR  |          |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
| OR  |           |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |

OR  
(c) UNIT – III 16 Marks

Q.4

(a) UNIT – IV 08 Marks  
(b) UNIT – IV 08 Marks

OR  
(c) UNIT – IV 16 Marks

Q.5

(a) UNIT – I 04 Marks  
(b) UNIT – II 04 Marks  
(c) UNIT – III 04 Marks  
(d) UNIT – IV 04 Marks

Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. - First Year Semester-II  
Course Type: Ability Enhance Course  
Course Name: Commercial Services  
Course Code: 2T5 - A

Course Outcomes:

CO1	The Students will be able <b>to understand</b> the concept of commercial services and their practical importance
CO2	The students will be able <b>to evaluate</b> the current and emerging trends in Aviation and Hospitality services.
CO3	The students will be able <b>to interpret</b> the trends, role and importance of Information Technology Enabled Services (ITES).
CO4	The student will be able <b>to analyse</b> the effect of the new innovative services on the banking and insurance sector.
CO5	The students will be able <b>to apply</b> the concepts, functions and techniques of the Marketing Mix of Services.

## Syllabus:

### UNIT I

**Commercial Services:** Meaning, Characteristics, Scope and Classification of Services, Emerging Trends and Importance of the service sector in India.

**Marketing Mix of Services:** Product, Place, Price, Promotion, People, Process of Services delivery and Physical evidence.

**Career Opportunities:** Factors for growth of Service Sector in India and Career Opportunities in Commercial Services.

### UNIT II

**Aviation Services:** Role and Importance, Current Trends, Challenges and Future Opportunities in India, Government initiatives towards the aviation industry.

**Hospitality Services:** Diversity of Hospitality Industry, Role and Importance, Emerging Trends, Challenges and Future Opportunities in the Indian Hospitality Industry

### UNIT III

**Information Technology Enabled Services (ITES):** Overview and Current Trends of ITES, Role and Importance of ITES.

Concept and Scope of Business Process Outsourcing (BPO), Knowledge Process Outsourcing (KPO), Legal Process Outsourcing (LPO) and Enterprise Resource Planning (ERP).

Challenges and Future Opportunities for ITES in India.

### UNIT IV

**Banking Services:** Overview and Importance of Banking Services with respect to recent developments in India. Concept of Credit Cards and its usage and No Cost EMI system. Effects of Privatization on Banking Services in India.

**General Insurance Services:** Concept and Role of General Insurance Services. Growth and development due to the emergence of Online platforms in Insurance services. Impact of the opening of the Insurance sector for private players.

**Reference Books:**

1. Service Sector in Indian Economy: Talluru Sreenivas, Discovery Publishing House
2. The Service Sector in India's Development: Gaurav Nayyar, Cambridge University Press
3. Service Marketing: S.M. Jha, Himalaya Publishing House
4. Service Sector Management: C. Bhattacharjee, Jaico Books
5. Service Sector Management: Sanjay Patankar, Himalaya Publishing House

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Ability Enhancement Course  
Commercial Services  
Course Code: 2T5 - A

Time – 3 Hours]

[Full Marks: 80

- N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- (a) UNIT – I 08 Marks  
(b) UNIT – I 08 Marks  
OR  
(c) UNIT – I 16 Marks

Q.2

- (a) UNIT – II 08 Marks  
(b) UNIT – II 08 Marks  
OR  
(c) UNIT – II 16 Marks

Q.3

- (a) UNIT – III 08 Marks  
(b) UNIT – III 08 Marks  
OR  
(c) UNIT – III 16 Marks

Q.4

- (a) UNIT – IV 08 Marks  
(b) UNIT – IV 08 Marks  
OR

(c) UNIT – IV 16 Marks

Q.5

(a) UNIT – I 04 Marks

(b) UNIT – II 04 Marks

(c) UNIT – III 04 Marks

(d) UNIT – IV 04 Marks

Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. – First Year Semester-II  
Course Type: Ability Enhancement Course  
Course Name: Fundamentals of Banking  
Course Code: 2T5 - B

**Course Outcomes:**

<b>CO1</b>	The students will be able to Classify Banking Functions
<b>CO2</b>	The students will be aware of Types of Bank Accounts and its Eligibility.
<b>CO3</b>	The students will be aware of Bank Account Procedure for Opening, operating, Transfer and Closing
<b>CO4</b>	The students will be Know of Types of Bank services for the Customers .
<b>CO5</b>	The students will be enlightened regarding the new concepts introduced in the banking system.

**Unit I: Evolution of Bank**

- 1) **Evolution of Bank** , Nature, Meaning, Definition of Bank,
- 2) **Types of Bank** – Public Bank, Private Bank, Commercial Bank, Co-operative Bank, Postal Bank, Agricultural Bank,
- 3) **Functions of Banks** – Primary, Secondary
- 4) **Role of Banking in Economic Development of India.**

**Unit II: Bank Accounts Types and Handling Procedure**

- 1) **Saving Bank Account** – Meaning and Importance of SB Account , Eligibility for open SB Account

- 2) **Current Account**- Meaning and Importance of Current Account , Eligibility for open Current Account
- 3) **Fixed Deposit Account**- Meaning and Importance of FD Account , Eligibility for open FD Account
- 4) **Recurring Deposit Account** - Meaning and Importance of RD Account , Eligibility for open RD Account

### **Unit III: Procedure for opening and Operating transfer and closing of Accounts**

- 1) **Procedure for opening of account**- Know your customers Norms (KYC Norms), Application forms, Introduction, Proof of residence, Specimen signature and Nomination.
- 2) **Procedure for operating accounts**- Pay-in-slips, Withdrawal Slips, Issue of Pass book, Issue of cheque book, Issue of fixed deposit receipt, premature encashment of fixed deposits . Procedure of F.D., Repayment of Term Deposit (F.D) on Due date with interest.
- 3) **Transfer of accounts** – Transfer of accounts to other branches, Other Person
- 4) **Closing of Accounts** - Dormant accounts, Zero Balance, Bounced cheque or overdrafts, Suspected Identity Theft, Criminal Conviction, Change at the bank, Death of account Holder.

### **Unit IV: Customer Services**

- 1) **Fund Transfer**- Bank Draft, Meaning, Procedure of Issue and Encashment of Demand Draft.
- 2) **Online Banking**- Meaning, Procedure of IFSC systems, RTGS/NEFT
- 3) **Safe Custody and Safe Deposit Lockers** – Importance and Need, Procedure of Opening ,Operating, Closing . Documentation
- 4) **Handling Foreign Exchange Transaction** – Meaning and Importance of Foreign Trade, Banks role in foreign Trade, Foreign Exchange and Exchange Rates.

### **Recommended books**

- **Practice and Law of Banking, G. S. Gill**
- **Banking: Law and Practice, P. N. Varshney**
- **Banking: Law and Practice in India, Tannan**
- **Banking: Law and Practice in India, Maheshwari**
- **Banking: Law and Practice, Prof. Muggle**
- **Banking and Financial System, Vasant Desai.**
- **Fundamentals of Banking, DR. R. S. S. Swami**
- **Report on trends and progress of banking in India- RBI Bulletin.**
- **बैंकिंग प्रणाली – डॉ. मेधा कानेटकर , श्री साईनाथ प्रकाशन, नागपूर**

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Ability Enhancement Course  
Fundamentals of Banking  
Course Code: 2T5 - B

Time – 3 Hours]

[Full Marks: 80

N.B. 1] All questions are compulsory

2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
| OR  |          |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
| OR  |           |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |
| OR  |            |          |
| (c) | UNIT – III | 16 Marks |

Q.4

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – IV | 08 Marks |
| (b) | UNIT – IV | 08 Marks |
| OR  |           |          |
| (c) | UNIT – IV | 16 Marks |

Q.5

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – I   | 04 Marks |
| (b) | UNIT – II  | 04 Marks |
| (c) | UNIT – III | 04 Marks |
| (d) | UNIT – IV  | 04 Marks |



Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. - First Year Semester-II  
Course Type: Skill Enhance Course  
Course Name: Financial Markets Operations  
Course Code: 2T6 - A

**Course Outcomes**

CO1	The student will be able to explain the importance of financial Institutions
CO2	The student will be able to interpret the structure of Financial Regulations in India
CO3	The student will be able to explain the importance of Financial Markets
CO4	The student will be able to distinguish between primary and secondary capital markets
CO5	The student will be able to Identify the Components of money markets

**UNIT I: Financial institutions and regulatory bodies:**

**Institutions:** (Meaning and functions) Merchant Banks, Investment companies, Management Investment companies, Development banks, Mutual Funds. **Regulators: (functions, scope, roles and responsibilities)** RBI, SEBI, IRDA, PFRDA (Functions, Scope, Roles and responsibilities)

**UNIT II: Capital Markets- Primary Markets**

Meaning, Role and importance, Composition, instruments, New Issue Market: Features, objectives and functions, Constituents or players, Modes of procuring long term funds: Public issue, Rights issue, Bonus issue, Private placement.

**UNIT III: Capital Markets - Secondary Markets.:**

Meaning, Role and Importance. Functions of the stock exchange, Listing of securities and its benefits, Stock market indices, Types of dealings, types of securities traded on the Indian stock exchanges, Comparison of the three exchanges (BSE, NSE, OTCEI)

**UNIT IV: Money Markets:**

Meaning, features of organized and unorganised money markets Instruments: Treasury Bills, Certificate of Deposits, Commercial Paper, Call money Commercial bills, Inter-corporate deposits, Inter-bank participation certificates. **Credit Rating Agencies:** Meaning and role of such agencies. A brief idea about: CRISIL, ICRA.

**Suggested Books**

1. Financial Market Operations by Alok Goyal, Mridula Goyal; VK Global Publications
2. Financial Market Operation by Dr. I.M. Sahai; SBPD Publishing House.
3. Financial Institutions and Markets: Structure, Growth and Innovations by L M Bhole and Jitendra Mahakud; McGraw Hill Education

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Skill Enhancement Course  
Financial Markets Operations  
Course Code: 2T6 - A

Time – 3 Hours]

[Full Marks: 80

N.B. 1] All questions are compulsory

2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
| OR  |          |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
| OR  |           |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |
| OR  |            |          |
| (c) | UNIT – III | 16 Marks |

Q.4

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – IV | 08 Marks |
| (b) | UNIT – IV | 08 Marks |
| OR  |           |          |
| (c) | UNIT – IV | 16 Marks |

Q.5

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – I   | 04 Marks |
| (b) | UNIT – II  | 04 Marks |
| (c) | UNIT – III | 04 Marks |
| (d) | UNIT – IV  | 04 Marks |

Bachelor of Commerce  
B.Com. (CBCS) – Sem II  
B.Com. - First Year Semester-II  
Course Type: Skill Enhance Course  
Course Name: Skill Development  
Course Code: 2T6 - B

Course Outcomes

CO1	The Students will be able <b>to relate</b> the concept of skill development and its importance
CO2	The students will be able <b>to interpret</b> the problem solving technique and multiple approaches to creativity.
CO3	The students will be able <b>to relate</b> importance of communication skills for interpersonal communication
CO4	The student will be able <b>to analyse</b> team behavior and impact of empowerment and delegation
CO5	The students will be able to explore various skill development avenues.

Unit I:

Introduction to skills & personal skills, developing self awareness on the issues of emotional intelligence, self learning styles, values, attitude towards change, learning of skills and applications of skills.

UNIT – II:

Problem solving and building relationship: Problem solving, creativity, innovation, steps of analytical problem solving, limitations of analytical problem solving, impediments of creativity, multiple approaches to creativity, conceptual blocks, conceptual block bursting. Skills development and application for above areas.

UNIT – III:

Building relationship Skills for developing positive interpersonal communication, importance of supportive communication, coaching and counseling, defensiveness and disconfirmation, principles of supportive communications. Personal interview management. Skill analysis and application on above areas.

UNIT – IV:

Team building: Developing teams and team work, advantages of team, leading team, team membership. Empowering and delegating: Meaning of empowerment, dimensions of empowerment, how to develop

empowerment, inhibitors of empowerment, delegating works. Skills development and skill application on above areas.

Suggested Books:

1. V.S.P. Rao Managerial Skills Excel Books,2010, New Delhi
2. David A Whetten, Cameron Developing Management skills, PHI 2008
3. Ramnik Kapoor Managerial Skills Path Makers, Bangalore
4. Kevin Gallagher, Skills development for Business and Management Students,Oxford,2010
5. Monipally,Muttthukutty Business Communication Strategies Tata McGraw Hill.
6. McGrath E.H. (9th Ed., 2011), Basic Managerial Skills, Prentice Hall India Learning Private Limited
7. Whetten D. (8th Ed., 2011), Developing Management Skills, Prentice Hall India Learning Private Limited
8. Gulati S. (2001), Corporate Softskills, Rupa Publication Pvt Ltd
9. Gallagher (2010), Skills Development for Business & Management Students, Oxford University Press

Question Paper Pattern  
B.Com. (CBCS) Semester II  
Course Type: Skill Enhancement Course  
Skill Development  
Course Code: 2T6 - B

Time – 3 Hours]

[Full Marks: 80

N.B. 1] All questions are compulsory

2] All questions carry equal marks

Q.1

- |     |          |          |
|-----|----------|----------|
| (a) | UNIT – I | 08 Marks |
| (b) | UNIT – I | 08 Marks |
| OR  |          |          |
| (c) | UNIT – I | 16 Marks |

Q.2

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – II | 08 Marks |
| (b) | UNIT – II | 08 Marks |
| OR  |           |          |
| (c) | UNIT – II | 16 Marks |

Q.3

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – III | 08 Marks |
| (b) | UNIT – III | 08 Marks |
| OR  |            |          |
| (c) | UNIT – III | 16 Marks |

Q.4

- |     |           |          |
|-----|-----------|----------|
| (a) | UNIT – IV | 08 Marks |
| (b) | UNIT – IV | 08 Marks |
| OR  |           |          |
| (c) | UNIT – IV | 16 Marks |

Q.5

- |     |            |          |
|-----|------------|----------|
| (a) | UNIT – I   | 04 Marks |
| (b) | UNIT – II  | 04 Marks |
| (c) | UNIT – III | 04 Marks |
| (d) | UNIT – IV  | 04 Marks |

**Vocational Course  
Semester II**

(Same syllabus for all vocational group subjects in B.Com – I)

**2T7: Entrepreneurial Development-II**

**Full Marks: 80**

**Time: 3 Hours**

**Internal Assessment: 20**

**Level of knowledge: Basic knowledge**

**Objective:** To provide an introductory knowledge about rural entrepreneurship and its development process.

**Unit I**

Rural entrepreneurship-meaning and need of Rural entrepreneurship, problems of Rural entrepreneurship and how to develop Rural entrepreneurship?, rural marketing potential marketing of agricultural inputs-warehousing, cold storage-importance and problems, **Unit II**

NGO's and Rural entrepreneurship, entrepreneurship in agriculture, organization and management of agro-based industries, development strategy for Rural entrepreneurs, entrepreneurial development in backward areas.

**Unit III**

Entrepreneurial growth before and after independence, Factors determining the growth of entrepreneurs, Source of entrepreneurship in India, Causes of slow growth

**Unit IV**

The concept and need of Entrepreneurial development programmes in India, Phases and contents of Entrepreneurial development programmes in India, the target group, special agencies and schemes for Entrepreneurial Development Institutions conducting Entrepreneurship development programmes.

**Books Recommended:**

- ✓ Dynamics of entrepreneurial development and management, Vasant Desai
- ✓ Entrepreneurial development, Vasant Desai.
- ✓ Entrepreneurial Development, S. S. Khanka, S. Chand Publishers.
- ✓ M.V. Deshpande : Entrepreneurship of small scale industries.
- ✓ Entrepreneurship Development and Business Communication, Vasant Desai and Urmila Rai, Himalaya Publishing House.
- ✓ Entrepreneurship Development in India, Dr. C. B. Gupta and Dr. N.P. Srinivasan, Sultan Chand & Sons.
- ✓ Entrepreneurial Development, Vasant Desai, Appannaiah, Reddy and Gopal Krishna, Himalaya Publishing House.

**Computer Applications**  
**2T8.1 : Software Packages (SP) II**

Time : 3 Hours  
Marks

Theory : 80

Practical : 20 Marks

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**Unit –I : Introduction to Word Processing**

Introduction, Starting word, Creating document, Structure of Ms-word window and its application, Mouse & keyboard operations, designing a document; formatting-selection, cut, copy, paste, Toolbars, operating on text;

**Unit –II : Word Processing Tools**

Printing, Saving, Opening, Closing of document; creating a template; Tables, borders, textbox operations; Spelling and Grammar check,

Mail Merge, Envelope and Label, Protection of document, Change the view of document.

**Unit-III : Introduction to Excel**

Introduction To Ms-Excel, Navigating, Excel Toolbars and Operations, Formatting Features- Copying Data Between Worksheets; Entering and Editing Cell Entries,

**Unit-IV : Advance Features of Excel**

Creation of Charts, Editing and Formatting Charts, Goal Seek, Auditing, Linking, Workbook, Database in Excel (Auto Filter, Advanced Filter, Sort, Form), Mathematical, Statistical and Financial Functions in MS-Excel.

**Practical : Practical will be based on MS-Word and MS-Excel**

**Books Recommended:**

1. Microsoft Office –2000 – Gini Courter , Annelte Marquis BPB
2. IT Today (Encyclopaedia) – S.Jaiswal
3. A First Course In Computers – Sanjay Saxena
4. First Text Book On Information Technology – Srikant Patnaik



**Group –: Principles & Practice of Insurance**  
**2T8.2-Life Insurance – Paper II (Semester – II)**

Time : 3 Hours]

Theory : 80 Marks

Internal Assessment: 20 Marks

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**Level of knowledge - Basic knowledge.**

**Objective** - To create awareness regarding basic knowledge about Life Insurance.

**Unit – I**

**Insurance Agent** – Meaning and Definition of agent as per Insurance Act, Qualification and Disqualification for Appointment of Life Insurance Agent Training, duties, rights, code of conduct for agents, essential qualities for a successful agent.

**Unit –II**

**Life Insurance Corporation of India(LIC)** – History and Development and Establishment, Objectives, Organization structure , working of LIC

Accounting procedure in life insurance business, analysis and interpretation of financial statement of life insurance organization

**Unit –III**

Role of IRDA – Insurance regulatory and development authority – Constitution, objectives, duties and powers, Role of IRDA in appointing agents.

Progress of Life Insurance Business, Privatisation of Life Insurance Business, effect of globalization on insurance sector

**Unit – IV**

Silent features of Insurance Act 1938

Silent features of Life Insurance Corporation Act 1956

Marketing strategies of Life Insurance Products, insurance funds, investment of life, insurance funds

**Recommended books:**

- Fundamental Of Insurance, R.K. Gupta, Himalaya Publishing House.
- Principles & Practice of Insurance, Dr. P. Periasamy, Himalaya Publishing House
- Insurance Principle and Practice, M.M. Mishra and Dr. S.B. Mishra, S.Chand Publication
- Principles of Insurance, Dr. Shakti Pratchbal and Dr. N.P. Dwivedi, Himalaya Publishing House
- ✓ बीमा के सिद्धांत एवं व्यवहार – भगवती प्रकाश अर्मा, राजीव जैन, पुरुशोत्तम दयाल– हिमालया पब्लिशिंग हाऊस
- ✓ Entrepreneurial Development, Vasant Desai, Appannaiah, Reddy and Gopal Krishna, Himalaya Publishing House.

**Semester - II**  
**2T8.3-Advertising, Sales Promotion and Sales Management –II**

**Full Marks : 80**

**Time : 3 Hours**

**Internal Assessment : 20**

**Unit I**

Building of Advertising Programme-Message, Headlines, Copy, Logo, Illustration, Appeal, layout Campaign Planning. Creative Strategies. Production and execution of TVCs and print ads.

**Unit II**

Sales Promotion – Introduction to Sales Promotion; Role and growth of Sales Promotion; its Features and Purpose; Tools and Techniques of Sales promotion, Sales promotion campaign, Developing a logic for sales promotion programmes.

**Unit III**

Role of selling in planed economy, selling as a career, Acquiring skills and developing new qualities for salesmen and to improve growth chances,

**Unit IV**

Tips and suggestions to improve personal ability, skills for salesmen, product knowledge, planned selling system.

**Recommended books:**

Luick, John F and Siegler, William Lee, Sales promotion and Modern Merchandising (McGraw Hill Book Co., New York, 1968)

Still, Richard, Edward W & Govoni Norman AP, Sales management Decisions, Strategies and cases (Prentice Hall India Pvt. Ltd., New Delhi, 1981)

Stanton, William J & Buskrit, management of Sales Force ( Richard D, Irwin, Inc. Homewood, 1987)

Russell, Frederic A. Beach, Frank H & Buskrit, Richard H, Selling principles and Practices (Mcgraw Hill, International Book Co.1982)

David Aaker, Advertising management (Prentice Hall India Pvt. Ltd., New Delhi)  
Kazmi & Batra, Advertising & Sales Promotion – Excel Books.

Belch & Belch, Advertising & Promotion – Tata McGraw Hill.

Jethwaney & Jain – Advertising Management, Oxford Univ. Press

**SEMESTER II**

**QUESTION PAPER PATTERN FOR All Vocational Subjects**

**Entrepreneurial Development , Computer Application, Insurance & ASM**

**TIME:- 3 Hours]**

**[Full Marks:- 80**

N.B. 1] All questions are compulsory  
2] All questions carry equal marks

Q.1

- |     |          |    |          |
|-----|----------|----|----------|
| (a) | UNIT – I |    | 08 Marks |
| (b) | UNIT – I |    | 08 Marks |
|     |          | OR |          |
| (c) | UNIT – I |    | 16 Marks |

Q.2

- |     |           |    |          |
|-----|-----------|----|----------|
| (a) | UNIT – II |    | 08 Marks |
| (b) | UNIT – II |    | 08 Marks |
|     |           | OR |          |
| (c) | UNIT – II |    | 16 Marks |

Q.3

- |     |            |    |          |
|-----|------------|----|----------|
| (a) | UNIT – III |    | 08 Marks |
| (b) | UNIT – III |    | 08 Marks |
|     |            | OR |          |
| (c) | UNIT – III |    | 16 Marks |

Q.4

- |     |           |    |          |
|-----|-----------|----|----------|
| (a) | UNIT – IV |    | 08 Marks |
| (b) | UNIT – IV |    | 08 Marks |
|     |           | OR |          |
| (c) | UNIT – IV |    | 16 Marks |

Q.5

- |     |            |  |          |
|-----|------------|--|----------|
| (a) | UNIT – I   |  | 04 Marks |
| (b) | UNIT – II  |  | 04 Marks |
| (c) | UNIT – III |  | 04 Marks |
| (d) | UNIT – IV  |  | 04 Marks |





## **RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Public Universities Act, 2016) (Mah. Act No. VI of 2017)

### **Direction No. 13 of 2017**

**“CONDITIONS FOR CONDUCT OF UNDER GRADUATE AND POST GRADUATE EXAMINATIONS BASED ON CREDIT BASED/CHOICE BASED CREDIT SYSTEMS, IN ALL FACULTIES DIRECTION, 2017.”**

(Direction issued Under Section 12(8) of the Maharashtra Public Universities Act, 2016)

Whereas the Maharashtra Public Universities Act 2016 i.e. Maharashtra Act No. VI of 2017 (hereinafter referred to as the Act) has come into force with effect from 1<sup>st</sup> March 2017;


AND

Whereas, in the meeting of Co-ordinators of the various faculties, held on 2<sup>nd</sup> June, 2016, decisions relating to maximum marks and minimum passing marks for each subject/paper in various courses of the University and also rules of ATKT to be applied commonly in all the faculties at the under graduate courses, and the post graduate courses were unanimously taken;

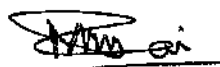
AND

Whereas, in the meeting of the Academic Council held on 8<sup>th</sup> June, 2016, certain decisions regarding uniform maximum and minimum passing marks in each subject/paper in theory as well as practical examinations of various courses; the maximum theory papers and practical subjects in each Semester of a course, their coding, rules of ATKT; foundation subjects at the post graduate courses and certain incidental matters were taken;

AND

  
31/6/17









Whereas, in the meeting of the Co-ordinators of all the faculties of the University with some invited members, held on 24<sup>th</sup> August, 2016, again the decisions in the earlier meeting of the Co-ordinators held on 2<sup>nd</sup> June, 2016 were reiterated and also decision regarding minimum passing marks at the post graduate examinations was taken and it was also decided to frame a common Direction providing for the scheme of maximum marks and minimum passing marks in different subjects/papers of the various courses in all faculties, the number of maximum theory subjects/papers and practicals in each Semester, the foundation courses at the post graduate level with choice based credit system, the maximum number of elective papers and other related matters;

AND

Whereas, the above said decisions of the Body of the Co-ordinators have been approved by the Vice-Chancellor under Section 14(7) of the then Maharashtra Universities Act, 1994 on behalf of the Academic council and the Management council.

AND

Whereas, the process to promulgate an Ordinance providing common rules for examinations of the courses in various Facilities of the University is a time consuming one, there is a need to implement the above said decisions of the Academic Council, Body of Co-ordinators for the academic session 2017-18, it is necessary to issue a suitable Direction as an intermediate measure;

AND

Whereas, the draft Direction incorporating the aforesaid decisions of various authorities and body was considered and approved with some modifications, by the Board of Deans in its meeting held on 3<sup>rd</sup> June 2017;

Now, therefore, I, Dr. Siddharthavinayak P. Kane in exercise of the powers conferred upon me under provision of Sub-section (8) of Section 12 of the Maharashtra Public Universities Act, 2016, do hereby issue following Direction:

 3/6/17









1. This Direction may be called **“Conditions for conduct of under graduate and post graduate examinations, based on Credit Based/Choice Based Credit Systems, in all the faculties, Direction, 2017.”**
2. This Direction shall be applicable from the Academic Session 2017-18 for Ist and IInd semesters examinations and onwards.
3. The duration of an under graduate level degree course and Post Graduate level degree course in the concerned faculty shall be as given in the relevant Direction issued by the University separately.
4. The syllabus for the under graduate level degree courses, based on semester pattern, shall be as per Directions governing the concerned courses and there shall be university examination, at the end of each Semester in the said course. There shall not be more than 5 practical examinations in each semester. However except in the courses of Home Science, there shall not be more than six theory papers in any semester of any course.
5. The choice based credit system and the subjects available for choosing by the students at the post graduate course shall be as per the relevant Direction of the said course.
6. The maximum marks in each subject, both the theory as well as practical examinations, may be 100 or 50 as prescribed in the existing Direction of the relevant course which shall be divided into two heads namely i) “external” and ii) “internal” carrying 80 marks & 20 marks or 40 marks & 10 marks, as the case may be. For master’s degree course in psychology, the practical marks shall be 200.

  
9/10/17











7. The University examination, for 80 marks theory paper, would be of three hours duration and for 40 marks theory paper would be of two hours duration. The duration of the practical examination shall be as prescribed in the syllabus applicable for the relevant course.
8. The Internship/Training/Seminar, if prescribed in any course, shall carry maximum 50 marks and the Project/Dissertation, wherever prescribed, shall carry maximum 200 marks or as may be prescribed from time to time by the concerned Apical Bodies.
9. There shall be combined minimum passing marks in each subject/paper. In other words there shall not be separate minimum passing marks for theory (external) examination and internal assessment components of the subject/paper.

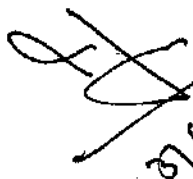
Provided that the student must appear for the internal assessment in the subject/paper.

10. The minimum passing marks in each head of passing at the under graduate and post graduate examinations shall be 40%.

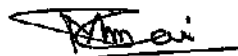
Provided, however, that in the Post Graduate Home Science courses, the minimum passing marks in the examinations shall be as prescribed in the existing Direction.

Provided further that the minimum passing marks for the professional undergraduate and post-graduate courses shall be as prescribed by the relevant Apical Bodies, if they have made any prescription in this regard.

11. For obtaining exemption in any passing head, where the student fails in an examination, the requisite marks shall be the minimum passing marks or as per the provisions of Ordinance No.10 in respect of exemption and compartments.

  
27/6/15

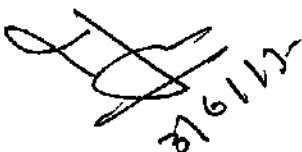




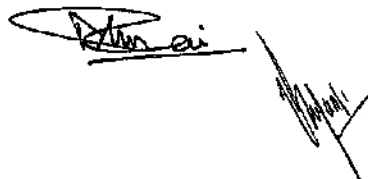




12. The conditions for ATKT at the under graduate and the post graduate courses in various faculties of the University shall be as prescribed in Para 2 of Ordinance No. 10 in respect of 'Providing for exemption and compartments'. For the purpose of Ordinance No.10 an year shall mean two semesters taken together.
13. The eligibility for appearing at the examination, where a student has availed the benefit of ATKT as per Para 2 of Ordinance No. 10, in respect of 'providing for exemption and compartments' shall be as laid down in column 4 of the table of The Schedule annexed to Ordinance No.10.
14. An examinee passing an examination having availed the facility of exemption or passing the examination with grace mark shall not be eligible for any prize, award or medal; nor shall he/she be entitled for a place in the merit list.
15. In each case the following coding pattern shall be used to describe the theory/practical/seminar components of a subject/Paper:-
- i) In the first Semester, the theory papers shall be coded as 1T1, 1T2, 1T3 and so on. Similarly, the practical, prescribed in the first Semester, shall be coded as 1P1, 1P2, 1P3 and so on, if practical is a component of the subject. Where, however, a subject has no practical as a component and consists of theory part only the practicals shall be commensurately codified, for e.g. the first subject/paper has got theory component only and no practical but the second subject/paper has got both theory as well as practical component then the second subject paper will have the following coding:
- The theory component of the subject / paper will be coded as 1T2 and so on and practical component will be coded as 1P2 and so on. Therefore, in this case, there will not be coding of 1P1. So also where a subject/paper consists only of practical component and there is no theory component in such a case there will not be

  
3/6/12






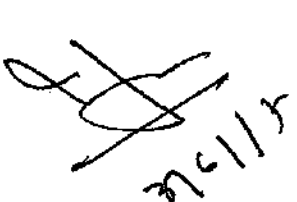


commensurate theory code. For example, if the third subject/paper of a course in a semester has no theory component and there is only practical component, in this case the practical will be coded as 1P3 but there will not be 1T3. Therefore, the 4<sup>th</sup> subject/paper having the theory component only will be coded as 1T4, directly. Project and dissertation shall be deemed to be practical.

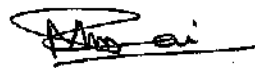
- ii) In the second and subsequent semesters the coding of subject shall be on the same principle on which coding is done for the first semester.
- iii) Where seminars are prescribed in any course the same shall be coded on the principle on which theory and practical components are coded. For e.g. the seminars may be coded as 1S1, 2S1, ..... if seminars are prescribed in 1<sup>st</sup> and 2<sup>nd</sup> semesters respectively.
- iv) The list of elective subjects (optional papers) shall not be more than 5 in each semester.
- v) The list of foundation subjects for the post graduate degree examinations are as per **Appendix-A** to this Direction.

Place:- Nagpur  
Date : 6/6/2017.

  
(Dr. Sidharthavinayak P. Kane)  
Vice-Chancellor.

  
27/6/17

  
Rajendra

  
A. S. Sai





**Appendix-A****List of Foundation Subjects for Post Graduate Courses.**

Sr.No.	Subject	Board	4 <sup>th</sup> Papers of Semester- 3	4 <sup>th</sup> Papers of Semester-4
1	Mathematics	Mathematics	Mathematics-I	Mathematics-II
2	Physics	Physics	Physics-I	Physics-II
3	Chemistry	Chemistry	Chemistry-I	Chemistry-II
4	Bio-Technology (Ad-hoc)	Bio-Technology	Bio-Technology-I	Bio-Technology-II
5	Computer Science	Computer Science & Engineering	Computer Science-I	Computer Science-II
6	Environmental Science	Environmental Science	Environmental Science-I	Environmental Science-II
7	Botany	Botany	Botany-I	Botany-II
8	Zoology	Zoology	Zoology-I	Zoology-II
9	Statistic	Statistics	Statistics-I	Statistics-II
10	Business Management	Business Management	Business Management -I	Business Management -II
11	Accountancy	Account & Statistics	Account & Statistics-I	Account & Statistics-II
12	Managerial Skill	Commerce	Managerial Skills-I	Managerial Skills-II
13	Education Technology & Management Skills	Education and Commerce	Education Technology & Management Skills-I	Education Technology & Management Skills-II
14	Communication Skill	English	Communication Skills-I	Communication Skills-II
15	Sanskrit	Sanskrit	Sanskrit-I	Sanskrit-II
16	German	Other Foreign Languages	German-I	German-II
17	French	Other Foreign Languages	French-I	French-II
18	Law	Law	Law-I	Law-II
19	Pharmaceutical Sciences	Pharmaceutical Sciences	Pharmaceutical Sciences-I	Pharmaceutical Sciences-II
20	Life skills	Education	Life Skills-I	Life Skills-II
21	Economics	Economics	Economics-I	Economics-II
22	Political Science	Political Science	Political Science-I	Political Science-II
23	Sociology	Sociology	Sociology-I	Sociology-II
24	Psychology	Psychology	Psychology-I	Psychology-II
25	Philosophy	Philosophy	Philosophy-I	Philosophy-II
26	History	History	History-I	History-II
27	Public Administration	Public Administration	Public Admn -I	Public Admn -II
28	Buddhist Studies	Buddhist Studies	Buddhist Studies-I	Buddhist Studies-II
29	Gandhian Thoughts	Gandhian Thoughts	Gandhian Thoughts-I	Gandhian Thoughts-II
30	Dr. Ambedkar Thoughts	Dr. Ambedkar Thoughts	Dr. Ambedkar Thoughts-I	Dr. Ambedkar Thoughts-II

31	Rashtrasant Tukdoji Maharaj Thoughts	Rashtrasant Tukdoji Maharaj Thoughts	Rashtrasant Tukdoji Maharaj Thoughts-I	Rashtrasant Tukdoji Maharaj Thoughts-II
32	Travel & Tourism	Travel & Tourism	Travel & Tourism-I	Travel & Tourism-II
33	Personality Development	Human Development	Personality Development-I	Personality Development-II
34	Cosmetic Technology	Cosmetic Technology	Cosmetic Technology-I	Cosmetic Technology-II
35	Hospitality Management	Hotel Management & Catering Technology	Hospitality Management -I	Hospitality Management-II
36	Chemical Engineering	Chemical Engineering	Chemical Engineering-I	Chemical Engineering-II
37	Chemical Technology	Chemical Technology	Chemical Technology-I	Chemical Technology-II
38	Civil Engineering	Civil Engineering	Civil Engineering-I	Civil Engineering-II
39	Electrical Engineering	Electrical Engineering	Electrical Engineering-I	Electrical Engineering-II
40	Mechanical Engineering	Mechanical Engineering	Mechanical Engineering-I	Mechanical Engineering-II
41	Electronics Engineering	Electronics Engineering	Electronics Engineering-I	Electronics Engineering-II
42	Pali Prakrit	Pali Prakrit	Pali Prakrit-I	Pali Prakrit-II