

**MASTER OF BUSINESS ADMINISTRATION (M.B.A)
UNDER CHOICE BASED CREDIT SYSTEM (CBCS)
REVISED REGULATIONS -2021-23**

**(For Regular students of University and affiliated colleges, S.V. University, Tirupati)
(To come into effect from the academic year 2021-22)
Under National Education Programme(NEP)**

This new curriculum is based on the NEP, designed to prepare students for lifelong learning in both offline and online modes. This curriculum incorporates audit courses, functional courses, interdisciplinary electives, general electives, project works and skill oriented papers. The major aim of this programme is to prepare students as entrepreneurs and intrapreneurs, with startup culture.

1. GENERAL INFORMATION

- 'Credit' is concerned with the quantum of syllabus and workload assigned to a Particular course
- one credit = one lecture hour / week

Choice based credit system provides an opportunity to students to learn subject at their own pace registering for more or less than the desired number of courses to secure post graduation degree. It allows to experience inter disciplinary approach in learning.

(i) Programme – Course

- A programme consists of a number of courses
- A course is a paper of the programme
- A course may involve, Lectures / Tutorials / Lab Work / Seminars / Case Studies / Group Discussions / Role Playing / Project / Practical Training etc.
- The effort in the form of tutorials, lab work, seminar, case studies, group discussion, role playing, project and practical training, covering 100 marks is assigned with 4 credits.
- A course length is usually 15 lecture weeks
- Each course is given a code

(ii) Classification of courses:

The various courses offered to students are of three types:

(a) Core Course:

Core courses are those, knowledge of which is essential for students registered. These courses are mandatory.

A core course may be a theory or practical paper.

(b) Audit Course:

The purpose of the audit course is to create awareness among students about some of the important topics which will enhance their life skills. The evaluation will only be internal

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without any external examination, and therefore no credits shall be awarded for these courses. However, the students have to obtain pass marks (40%) in the internal evaluation. The grade sheet will show only pass / fail against these courses.

(c) Online Course:

The concerned department allows students to choose one or two online courses, during each semester, to acquire more knowledge. These credits are to be taken into account for awarding grades or class. Such courses should be in advanced areas of the subject, as specified in the course structure. The grading will be as per the procedure approved for the CBCS. For online courses only semester end examinations will be conducted, without any internal assessment. The courses marked as online in the course structure, shall be completed by the students by enrolling in approved online courses, and they shall submit the pass certificate(s) to forward them to the controller of examinations of the University. If the college / department with the competent teaching faculty, decides to offer the courses marked as "online" in offline mode, the students can opt to attend those classes. Such students should put in the minimum attendance, and need not enrol for online courses. However, the final exam will be for 100 marks, without internal assessment.

(d) Elective:

An elective allows students to gain knowledge in areas where the concerned subject has practical applications.

Internal Electives:

The department declares electives for its own students, out of which the desired electives are chosen by the students of parent department. These are called Internal Electives(IE).

External Electives / Open Electives:

A department declares electives for the students of other departments. These electives are taught out of college normal working hours. These are called External Electives / Open Electives.

- The credits obtained are mandatory

Inter Disciplinary Electives:

The department declares some of the electives as Inter Disciplinary Electives. These

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- Even semester covers the period December to April, with fifteen lecture weeks.
- In each semester there are no preparatory holidays for semester end examinations, next semester follows immediately at the end of previous semester end examinations. Semester end examinations are on each working day without gap between two examinations.

2. Eligibility for admission into Two Year Degree of Master of Business Administration (M.B.A)

The candidates seeking admission into the MBA Programme should have Passed the Bachelor Degree Examination of a minimum of Three Years duration of this University or an examination recognized by this University as equivalent there to and besides to have passed in the prescribed entrance examination, and fulfil any other conditions as in vogue for admission into the M.B.A Degree programme.

3. For passing the MBA Degree examination, the candidate has to fulfill the conditions prescribed hereunder:

- a) The Candidate has to undergo a course of study in the University College extending over a period of two academic years, each academic year consisting of two semesters and each semester consisting of 16 weeks duration including semester-end examinations.
- b) The First Year comprises of two semesters and each semester contains eight common courses. The Second Year also has two semesters and each semester contains four common courses and four electives. Details of course structure and evaluation, are given in Annexure – I

4. Industrial Training and Project Work:

- (i) Each student must undergo internship in any one of the reputed corporate industrial establishments for a period, not less than eight weeks but not more than 10 weeks in between II and III semesters.
- (ii) Each student shall do the project work under the supervision of a faculty guide allotted to him/her. In the Organisation where the candidate undertakes project work, the student must have a supervising guide to look after the progress of work in the company. The student must maintain a diary during his/her stay in the company which will be submitted to the Head of the Department, after completion of the project.
- (iii) The candidate must give joining report in the organization by producing a letter issued by the Head of the Department. On completion of the training, the candidate must take relieving certificate and a certificate for bona fide work, which are to be submitted to the Head of the Department.
- (iv) The internship envisages submission of dissertation (Code No. 303 of III semester) which carries a maximum of 100 marks including 30 marks for sessionals. The dissertation shall be valued for 70 marks by an internal examiner and an external examiner separately. In the III semester, the candidate has to present one seminar on the topic for evaluation by the faculty.

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(v) At the end of the third semester, Project VIVA-VOCE for 100 marks will be conducted by a panel of examiners consisting of an internal and external examiner respectively.

5. Medium of instruction is English Only.

6. Scheme of Examination:

There shall be four semester-end examinations spread over two academic years. Each course carries a maximum of 100 marks including 30 marks for sessionals. Duration of the semester-end examination is 3 hours for each paper of 70 or 100 marks. The sessional marks will be assigned on the basis of tests, quizzes, seminars, carry home assignments, etc., by the concerned teacher.

7. Attendance:

Regular course of study, in a semester, means a minimum average attendance of 75% in all the papers computed by totaling the number of periods of lectures, tutorials, practical and project as the case may be, held in every paper as the denominator and the total number of periods attended by the student in all papers, as the numerator.

However, a student has to put in a minimum attendance of 50% in each subject, in addition to the condition laid down in clause 7.1.

No consideration whatsoever in attendance will be shown to any student for late admission due to any reason.

Condonation of shortage of attendance may be recommended provided a student puts in at least 62.5% attendance, in all the papers put together as calculated in clause 7.1 above, along with a minimum of 50% attendance in each subject as stated in clause 7.2, and provided the Principal is satisfied with the reason for shortage of attendance.

A student who could not satisfy these requirements of attendance as given in clauses above, in any semester, shall have to repeat that semester.

A certificate of satisfactory attendance must be submitted by the student from the organization where he/she undertakes Project Work.

Further, a student is required to complete the course of study satisfying the attendance requirements in all the four Semesters, within a period of first Eight Semesters from the time of admission, failing which he/she shall forfeit his /her seat.

A student, who has satisfied the minimum attendance requirements in any semester, may repeat that semester after obtaining written permission from the Principal and cancelling the previous record of attendance and sessional marks of that semester. However, this facility may be availed by any student not more than twice during the entire course of study and the entire course of study shall be within the first Eight Semesters as stipulated in clause 7.7.

8. Promotion:

A candidate who has put in the required minimum attendance as stipulated in Clause No.7 and has registered for the semester-end University examination by paying the required examination fee is eligible for promotion to next semester. There shall be no detention of failed candidates or candidates who are absent for the semester-end University examination.

9. Evaluation:

There shall be both Internal and External evaluation for the semester-end examinations, including Project Report.

10. Qualifying Marks for Pass

- a) i) A candidate appearing for the first time for the Examination of any Semester, has to register for the whole examinations of that Semester. A candidate shall be declared to have passed the whole or a part of the whole examination if he/she secures not less than 40% of marks in each theory paper/practical/project report in Semester-end University Examination and not less than 40% marks in Internal Assessment and Semester-end Examination put together.
- ii) To pass, the candidate has to obtain a minimum of 40 marks out of 100 marks in Project VIVA-VOCE examination.
- b) A candidate who fails to get pass marks for the Project report should submit the revised report along with the next batch of students.
- c) A candidate, who fails and wish to appear for whole of theory examination of any semester may do so after cancelling the previous results of the theory examination of that semester. It is applicable only for semester -end examination.
- (d) There shall be no supplementary examinations. The failed candidate shall be required to appear again for the examinations along with the regular candidates of next batch.

11. Classification of successful candidates:

The classification will be on the basis of the total grade points obtained by the candidate in all the semesters put together and will be classified as follows:

Marks and Grading:

(1) Weighted Average Marks:

$$WAM = \frac{\sum n_i m_i}{\sum n_i}$$

n_i : Number of credits for i^{th} course
 m_i : Marks obtained in the i^{th} course.

(2) Grade point average: $GPA = 10^{-1} WAM$

The percentage of marks obtained by a student in a course will be indicated by a grade point and a letter grade.

Marks	Grade Point	Letter	Class
70-100	7.0 – 10.0	O	Outstanding
65-69	6.5 – 6.9	A+	First
60-64	6.0 - 6.4	A	First
55-59	5.5 - 5.9	B+	Second
50-54	5.0 - 5.4	B	Second
40-49	4.0 - 4.9	C	Third
00-39	0.0 - 3.9	F	Fail

3) Overall weighted percentage of Marks (OWPM):

$$OWPM = \frac{\sum_i \sum_k n_{ik} m_{ik}}{\sum_i \sum_k n_{ik}} ; m_{ik} = \text{marks obtained in } i^{\text{th}} \text{ course of } k^{\text{th}} \text{ semester}$$

4) **Cumulative grade point average (CGPA) : CGPA = 10^{-1} OWPM**

- i) A candidate who secures 70% and above in the total aggregate marks, will be placed in OUTSTANDING (O).
- ii) A candidate who secures 65% and above but less than 70% of marks in the total aggregate, will be placed in FIRST (A⁺).
- iii) A candidate who secures 60% and above but less than 65% of total aggregate will be placed in FIRST (A).
- iv) A candidate who secures 55% and above but less than 60% of total aggregate will be placed in SECOND (B⁺).
- v) A candidate who secures 50% and above but less than 55% of total aggregate will be placed in SECOND (B).
- vi) A candidate who secures 40% of marks in each Course with an overall aggregate of 40% or above and above but less than 50% of total aggregate will be placed in THIRD (C).

NOTE: Marks and Gradation Certificates shall be issued by the Controller of Examinations as prescribed in this Regulations for each Semester.

12. Award of Ranks:

Candidates who passed the examinations of all the Four Semesters for the degree at the first appearance in all Four Semesters shall be ranked in order of merit. The candidates who have taken supplementary examinations shall also be eligible for classification but they shall not be considered for the award of rank. Ranks shall be awarded for the top three students or 10% of the total strength of the students appeared for the Four Semester end examinations.

13. Improvement:

The candidates are permitted to improve their marks/class by taking Semester-end examinations in one or more papers after two years of their regular study as per the existing regulations and syllabi.

Note : The candidates shall be permitted to improve their marks within a period of **four years** from the date of admission into First Semester.

14. Transitory Provision:

- a). For candidates who studied the M.B.A. Degree Course under previous regulations and syllabus, and who could not pass some or all the courses (papers) shall be permitted to take examinations under old regulations and syllabus for three more times after the last regular examinations of the concerned subject (s).
 - b) Candidates who satisfied the minimum attendance requirements in any semester under Old Regulations, but who are yet to pass some papers even after three chances as stated in 14.(a), shall appear for the equivalent papers under Revised Regulations, as specified by the Chairman of the Board of Studies.
15. The university shall have the right to amend or modify or revise any of the above regulations whenever necessary.

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