



**SRI VENKATESWARA UNIVERSITY::TIRUPATI**  
**SVU COLLEGE OF COMMERCE MANAGEMENT & COMPUTER SCIENCE**  
**MASTER OF BUSINESS ADMINISTRATION (M.B.A)**  
**UNDER CHOICE BASED CREDIT SYSTEM (CBCS)**  
**REGULATIONS – 2016**

(For Regular students studying in Dept. of Management Studies,  
S.V. University & Affiliated Colleges, S.V. University)

**(To come into effect from the Academic Year 2016–17)**

**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) Program – Course**

- A program consists of a number of courses
- A course is a paper of the program
- A course may involve, Lectures / Tutorials / Lab Work / Seminars / Case Studies / Group Discussion / Role Playing / Project / Practical Training
- 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) Elective:**

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

**Generic 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).

**Open Electives:**

The department declares electives for the students of parent department and other departments. These electives are taught out of college normal working hours if a minimum of 20 students opted these electives from other departments.

- The credits obtained are mandatory
- By choosing an elective from outside the department, a candidate may have to sacrifice an elective of his own department.

**(c) Specialisations:**

**Core Specialisation:-**

A student should select three electives in each of the third and fourth semesters in the same area. If all three chosen from the same area in Semester III & Semester IV, it will be called core specialization.

**Dual Specialisation:-**

A student's should select three electives from each area of specialization (not exceeding two areas in third and fourth Semesters put together).

**(d).** Specialisation of the students should be mentioned as Core Specialisation or Dual Specialisation in Provisional Certificate / Degree Convocation by the Controller of Examination, S.V.University.

**(e). Self Study Course:**

The concerned department allows students to choose additional one or two courses, during **III** and IV semesters, to acquire more knowledge and extra credits. But these credits are not to be taken into account for awarding grades or class. Such courses should be in advanced areas of the subject. A three member teachers committee appointed by the faculty committee of Dept. of Management Studies, S.V.University shall supervise the student(s) opting the self study courses. The number of credits for each of such course will be decided by the above committee. The grading will be as per the procedure approved for the

CBCS. For self study courses, question paper setting and evaluation are internal only. However the grades and the credits obtained by opting these courses will be shown separately in the consolidated marks list under the category "**Self Study Course**".

**(iii) Semesters:** An academic year is constituted by two semesters.

- Odd semester covers the period August to December, Sixteen weeks of which are lecture weeks.
- Even semester covers the period December to April, with Sixteen 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:**

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 thereto 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 seven common courses. The Second Year also has two semesters and each semester contains four common courses and three electives. Details of course structure and evaluation, are given in Annexure-I
- c) At the end of III semester, a project viva-voce examination will be conducted on project work carried out in that by a panel of examiners. The panel consists of a minimum of one internal examiner and one external

examiner.

This Viva-Voce examination carries a maximum of 100 marks. In case of failure of the candidate in the Viva-voce examination, he / she has to reappear along with the regular candidates when the viva-voce examination is held for the concerned semester.

#### **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. 304 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.

#### **5. Medium of instruction in 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 marks. The sessional marks will be assigned on the basis of tests, quizzes, seminars, carry home assignments, etc., by the concerned teacher.

#### **7. Attendance:**

- 7.1 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.
- 7.2 However, a student has to put in a minimum attendance of 60% in each subject, in addition to the condition laid down in clause 7.1.

- 7.3 No consideration whatsoever in attendance will be shown to any student for late admission due to any reason.
- 7.4 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.
- 7.5 A student who could not satisfy these requirements of attendance as given in clauses above, in any semester, shall have to repeat that semester.
- 7.6 A certificate of satisfactory attendance must be submitted by the student from the organization where he/she undertakes Project Work.
- 7.7 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.
- 7.8 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 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.
  - (c) 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. Grading and Grade Points:**

**Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale

**Letter Grade:**

It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, **B+**, B, C, P and F.

**Semester Grade Point Average (SGPA):**

It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in the courses registered in a semester and a total course credits taken during that semester. It shall be given up to two decimal places.

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

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.

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.

**Cumulative Grade Point Average (CGPA):**

It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in the courses in all semesters and the sum of the total credits of all courses in all the semesters. It is given up to two decimal places.

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

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

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

**Letter Grades and Grade Points:** A 10–point grading system with the following letter grades is to be followed.

### Grades and Grade Points

Letter Grade	Range of Marks	Grade Points
O (Outstanding)	75–100	7.5–10
A <sup>+</sup> (Excellent)	65–74	6.5–7.4
A (Very Good)	60–64	6.0–6.4
B <sup>+</sup> (Good)	55–59	5.5–5.9
B (Above Average)	50–54	5.0–5.4
C (Average)	41–49	4.1–4.9
P (Pass)	40	4.0
F (Fail)	< 40	00.39
Ab (Absent)	–	0

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

- 11.1 In each Semester every student who satisfies the attendance requirements should register for examination, failing which he/she shall not be promoted to the next semester. Any such student who has not registered for examination in a semester shall repeat that semester in the next academic year after obtaining the proceedings of the Principal.
- 11.2 To pass a course in PG Programme, a student has to secure a minimum Grade of PG in End–Semester Examination. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination. A student cannot reappear for the End–Semester Examination in a course in which he/she has passed to improve the score.
- 11.3 A student is eligible to improve the marks in a paper in which he has already passed, in with 4 years from the year of admission as and when it is conducted for the subsequent batches. This provision shall not be provided once the candidate is awarded Degree.
- 11.4 A student who has failed in a course can reappear for the End–Semester Examination as and when it is held in the normal course. The Sessional Marks obtained by the student will be carried over for declaring the result.

11.5 Whenever the syllabus is revised for a course, the End-semester Examination shall be held in old syllabus three times. Thereafter, the students who failed in that course shall take the End-semester Examination in the revised syllabus

**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<sup>t</sup>).
- 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<sup>+</sup>).
- 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:**

Ranks shall be awarded in each branch of study on the basis of cumulative Grade Point Average (CGPA) for top ten percent of the students or top three students whichever is higher. The students who have become eligible for the award of PG degree by passing all the four semester regularly without break shall only be considered for the award of ranks.

#### **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.

### **13. 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.

**14. Amendment to the Regulations:**

Sri Venkateswara University reserves the right to amend these regulations at any time in future without any notice. Further, the interpretation of any of the clauses of these regulations entirely rests with the University.

\*\*\*\*\*