

काशी हिन्दू  
विश्वविद्यालय



BANARAS HINDU  
UNIVERSITY

An Institution of National Importance Established by The BANARAS HINDU UNIVERSITY ACT XVI of 1915

**ORDINANCES GOVERNING**

**MASTER OF BUSINESS ADMINISTRATION  
(AGRIBUSINESS) – MBA(A.B.)**

**(Special Course, Rajiv Gandhi South Campus -RGSC)**

**( Session 2012-13 onwards )**

*Offered by*

**FACULTY OF MANAGEMENT STUDIES  
BANARAS HINDU UNIVERSITY  
Varanasi – 221005**



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**ORDINANCES GOVERNING  
MASTER OF BUSINESS ADMINISTRATION - AGRI BUSINESS  
(MBA – Agribusiness)  
TWO YEAR (FOUR SEMESTER) FULL TIME DEGREE COURSE**

Under the powers conferred by Section 4A of the Banaras Hindu University Act 1915, as amended, and under the provision of Section 18 of this Act, the University hereby institutes the 2-year (four semester) programme for the Master of Business Administration – Agri Business [MBA (Agri Business)] and makes the following ordinances governing admission, course of study, examinations and other matters relating to this Degree under the Faculty of Management Studies of the Banaras Hindu University.

**I. GENERAL PROVISIONS:**

1. The course of study leading to MBA (Agri Business) Degree of the Banaras Hindu University would be of two years (four-semesters) duration. The Course shall have the status of Special Course of studies.
2. The intake to MBA (Agri-Business) course shall be 46 (forty six).
3. The last date for receipt of applications to this Course shall be fixed each year by the University.
4. All admissions shall be finalized within the date notified by the University.
5. Candidates appearing at the qualifying examination and expecting to fulfill the eligibility requirements can also apply and appear in the Admission Test conducted by the University. Such candidates must satisfy the minimum eligibility criteria by the date specified by the University.
6. No Application Form shall be considered for admission unless it is complete in all respects including attested copies of the photographs of the candidates containing his/her signature thereon and all necessary documents are attached thereto, such as:  
  
Attested copies of mark-sheets of all the examinations passed; Certificate from the Head of the institution last attended certifying that the candidate has appeared or will be appearing in the qualifying examination. Certificate from an appropriate authority certifying that the candidate belongs to Scheduled Caste/Scheduled Tribe/OBC or that the candidate is Physically Challenged.
7. The completed Application Forms along with documents required shall be sent to the Controller of Examinations, Banaras Hindu University, on or before the last date fixed for the purpose.
8. Provisional admission to the course shall be made in order of combined merit of the Written Test, Group Discussion and Interview.
9. Provisional admission cannot be claimed by any applicant as a matter of right. The provisional admission of an applicant shall be entirely at the discretion of the Admission Committee, which may refuse to admit any candidate without assigning any reason thereof.
10. Provisional admission will be made strictly on availability of seats on the date of admission and the mere fact that call letter has been issued shall not entitle a candidate to claim admission.

11. The candidate granted provisional admission shall deposit fee within the period prescribed by the Admission Committee failing which the admission shall stand cancelled.

12. Provisional admission of a candidate is liable to be cancelled by the Admission Committee at any time:

If it is detected that there is something against the candidate which would have prevented him/her from being admitted to the course if the candidate is found at a later stage to have provided any false information, and /or if he/she has been punished for an act of gross misconduct, indiscipline or an act involving moral turpitude.

13. The candidates admitted to the course are required to submit the following certificates at the time of admission:

A Migration Certificate from the University last attended in case the candidate has obtained qualifying degree from an Indian University other than Banaras Hindu University, certifying that he/she has passed the qualifying course.

OR

A Transfer Certificate showing that the candidate has passed the qualifying examination from the institution last attended, if he/she has obtained qualifying degree from Banaras Hindu University.

14. Candidates should ensure that a pass port size photograph signed by them is pasted in the space provided for in the application form.

15. Candidates are advised to keep ten number of extra copies of the recent and identical photographs as are pasted on application form for future use, as and when needed.

20. The students may be permitted to take part-time course in the subjects of Music or one Diploma Course, provided prior permission has been obtained from the two Heads of the Departments concerned.

21. Admission to the MBA (Agri Business) Course shall be dealt with by the Admission Committee. The Admission Committee may co-opt such other additional members as it deems fit.

**A. Eligibility:**

The candidates seeking admission to MBA (Agri-Business) should have secured a minimum of 50% marks in aggregate at the B.Sc. (Ag.) and allied disciplines Or B.Sc. Home Science/Life Sciences subjects - Botany, Zoology, Bio-Chemistry, Bio-Technology under 10+2+3 Scheme OR a Post Graduate degree with 50% marks in the above disciplines. For SC/ST candidates only pass mark is required.

**B. Intake & Reservations**

The intake to the MBA (Agri Business) Course shall be of 46 (forty six)

RESERVATIONS

SC Candidates	15 % of the intake
ST Candidates	7.5% of the intake
PC Candidates	3% of the intake ( <i>on horizontal reservation basis</i> )
OBC Candidates	27% of the intake

(a) The candidates seeking admission under the above categories must fulfill the minimum eligibility conditions and qualifying requirements.

- (b) The SC/ST/OBC candidates must enclose attested copy of the caste certificate along with their Application Form stating that the candidate belongs to SC/ST/OBC Category.

The following are empowered to issue SC/ST/OBC Certificates:

- (i) District magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Addl. Deputy Commissioner/Deputy Collector /Ist Class Stipendiary Magistrate/City Magistrate/Sub Divisional magistrate/ Taluka Magistrate/ Executive Magistrate /Extra Assistant Commissioner.
  - (ii) Chief Presidency Magistrate/ Addl. Chief Presidency Magistrate/ Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar.
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
  - (v) Administrator/Secretary to the Administrator/ Development Officer (Lakshadweep Islands).
  - (vi) Candidate must note that certificate from any other person/authority shall not be accepted in any case.
- (c) 3% seats on horizontal reservation basis, shall be reserved for Physically Challenged Candidates (i) 1% for Visually Impaired (ii) 1% for Hearing Impaired (iii) 1% for Orthopaedically Handicapped. In case no candidate is available in any of the above three sub-categories, the unfilled seats shall be filled by the candidates belonging to the remaining sub-categories on the basis of its combined Merit Index.
- (d) Separate final merit list will be prepared for the candidates under each of the above three categories, taking into consideration Test ranking.
- (e) Vacant seats reserved for SC/ST candidates, if any, may be filled up as per Govt. of India rules.

#### **C. Programme Fee:**

1. The Programme will run as a Special Courses of Study
2. The special course fee per year shall be Rs. 65,000/- which may be deposited in two installments. In addition, the students shall be required to pay usual fees prescribed by the University.
3. The candidate will have to deposit Rs. 35000/- at the time of provisional admission as first installment .The fee is to be paid through demand draft in favour of, **“The Registrar, Banaras Hindu University”** payable at Varanasi.
4. The second installment of fee (Rs. 30,000/-) is to be paid before the commencement of second semester classes, failing which the students will not be registered in second semester. Similar payment plan shall apply for payment of 2<sup>nd</sup> Year fee (3<sup>rd</sup> and 4<sup>th</sup> Semesters).

#### **D. Admission of Foreign Nationals**

Applications of foreign nationals nominated by the Government of India under scholarship schemes and self-financing Foreign Nationals shall be entertained for the aforesaid programme. They shall not be subject to the Entrance Test provided they have passed the equivalent qualifying examination and satisfy the minimum eligibility requirements with relaxation in maximum age for admission.

Reservation to the extent of 15% of the quota of seats in a subject, on supernumerary basis, for Foreign Nationals shall be made for admission to each of the various aforementioned core subject available in the Faculty provided the applications are routed through the office of International Students Advisor, BHU.

The International Students Advisor shall get examined the eligibility etc. of each applicant and shall issue the eligibility letter to the concerned foreign national, if found eligible. Further details of the process etc. shall be available from the office of the International Students Advisor, BHU, Varanasi, India.

## **II. Admission Procedure:**

Admission to MBA (Agri Business) Programme at Faculty of Management Studies, BHU shall be based on the aggregate merit consisting of PET marks, GD and Interview. The weightage of Group Discussion and Personal Interview shall be 20%. As such a candidate who is interested to take admission in the said Programme at FMS, BHU is required to appear in the PET of corresponding admission year conducted by the University, Group discussion and Interview.

### **Notes:**

1. Admission of the candidates to MBA (Agri Business) Programme shall be made in order of merit of the ranking of the PET marks and marks obtained in GD/Interview and availability of seat on the date of admission provided he/she fulfils other eligibility conditions.
2. Non-appearance of the candidate in Test on the scheduled date and time shall disqualify him/her for admission.
3. In case in any one of the two categories of candidates viz., SC/ST, the required number of candidates for admission is not available, then candidates belonging to the other category (SC & ST as the case may be, if available), shall be called for admission in order of merit so as to make up the deficiency in the required number in any of the aforesaid two categories. This provision shall be applicable to candidates belonging to SC & ST categories only.
4. Mere appearance in the Test will not entitle a candidate to be considered for admission to the Programme unless he/she fulfils the eligibility conditions. Applicants must fully satisfy themselves about their eligibility before filling the application forms.
5. Provisional admission will be offered to the first 46 candidates including reserved category seats as per their position in the Merit List.
6. In case there are more than one candidate securing equal ranks as obtained by the last candidate in order of merit in the list of candidates to be called for admission, the following *inter-se* ranking rules of the University will be applicable.

“In case the candidates have equal ranks then:

- [I] Candidate having secured higher marks in the qualifying examination is eligible;
- [II] In case the marks in the qualifying examination is also equal then the candidate senior in age shall be given preference”



7. The mark-sheet of the qualifying examination of a candidate can be submitted on or before the date prescribed by the University and no extension will be given in this regard on any ground. Confidential results/mark-sheets will not **be accepted**. Only the Original Mark-sheet of the qualifying examination after official declaration of the results by the respective examining bodies shall be accepted. **Any other document (sealed or confidential mark-sheet) other than a proper mark-sheet issued by the authority like VC/Rector/PVC/Registrar/CE etc. in regard to marks obtained by a candidate shall not be entertained under any circumstances.**
8. A candidate provisionally selected for admission will be required to fill the prescribed form, submit the required documents, collect his/her admit card for admission to the Programme from the office of the Department and pay fees by a date fixed for the purpose, otherwise, the offer made to him/her will automatically stand cancelled.
9. In case any provisionally selected candidate fails to deposit the fee by the last date prescribed, his/her provisional admission shall be cancelled and the seat thus falling vacant shall be offered to the next candidate in order of merit under the specified category.
10. Waitlisted candidate will be offered admissions strictly on the basis of merit list basis in the PET provided there is a vacancy in the Programme. Such waitlisted candidates shall have to deposit their fee latest by the date fixed by the Admission Committee.

### **III. Conduct of the Programme:**

1. A candidate admitted to the MBA (Agri Business) Programme shall be permitted to appear at University Examinations only when he/she has been enrolled as a student of the Banaras Hindu University and has paid the prescribed Enrolment Fee.
2. To qualify for the MBA (Agri Business) Programme, the candidate must earn the prescribed number of credit as contained in the Course structure / syllabus detailed herein after.
3. A student of the MBA (Agri Business) Programme shall not be permitted to seek admission concurrently to any other equivalent or higher degree or diploma examination in the University.
4. All applications to appear at the MBA (Agri Business) Semester examinations shall be addressed to the Controller of Examinations and shall be presented within such time and all such applications shall be accompanied by a satisfactory character certificate from the Head of the Department of Management Studies./Coordinator, MBA (Agri Business). Every application form and fees shall be dispatched through proper channel so as to reach the Controller of Examinations on or before the date prescribed for the purpose.
5. **The maximum duration for passing the MBA (Agri Business) 2-years (Four Semester) programme shall be 4 years, which shall be counted from the year of latest admission in the 1<sup>st</sup> semester of the said programme. No student shall be allowed to take further admission in the programme after the expiry of four years.**
6. Inter-University Ordinances
  - i) Notwithstanding anything contained in these Ordinances a student who is qualified under the foregoing Ordinances for admission to the University, and who is a member of some other Indian University, shall not be admitted to the University or any constituent College/Faculty thereof without the production of :

- a. A leaving or transfer certificate signed by the Principal of the last college attended and certifying to the satisfactory conduct of the student mentioning the highest examination he/she has passed, and
  - b. A certified copy of all the entries against his/her name in the Enrolment Register of the University if such a copy is obtainable.
- ii) A student of some other Indian University shall in any case be admitted only at the beginning of the particular programme which he/she proposes to take in the University.

#### **IV. Attendance Rules:**

1. A student is required to have full, i.e., 100%, attendance and condonation up to 30% can be considered for specific cogent reasons. Out of this 30%, only 10% condonation will be permitted without taking any application from the student. Rest 20% condonation may be given by the Dean, FMS. Further, a student shall be deemed to have minimum percentage of attendance only if, apart from the above, he/she has attended at least 50% of the classes in each subject also. The cogent reasons for condonation are given below.
  - (i) Participation in NCC/NSC/NSS Camps duly supported by certificate.
  - (ii) Participation in University or College Team Games or Interstate or Inter-University tournaments, duly supported by certificate from the Secretary of the University Sports Board or President of the College Athletic Association concerned.
  - (iii) Participation in Educational Excursions, which form a part of teaching in any subject conducted on working days duly certified by the Dean /Coordinator Steering Committee.
  - (iv) University Deputation for Youth Festival duly certified by the Dean /Coordinator Steering Committee.
  - (v) Prolonged illness duly certified by the Medical Officer or the Superintendent, S.S. Hospital, Banaras Hindu University or any other Registered Medical Practitioner, provided such certificate is submitted to the Dean /Coordinator Steering Committee.
  - (vi) **No relaxation beyond 30% shall be considered in any case.**
2. The attendance of a newly admitted candidate shall be counted from the date of his/her admission, or date of beginning of classes which ever is later, while in the case of promoted candidates, attendance shall be counted from the date on which respective class begins. However in case of promotion after declaration of results of supplementary examination (if any), the attendance will be counted from the date of admission in the respective case.
3. There shall be an Attendance Monitoring Committee in the Faculty.

## V. COURSE STRUCTURE AND SCHEME OF EXAMINATION OF TWO-YEAR MBA (AGRI BUSINESS) PROGRAMME

Candidates for the two-year (Four Semester) MBA (Agri Business) shall be examined in the following subjects in accordance with the syllabi or course prescribed in the following Ordinances. Only such elective subjects as are approved by the Head of the Department of Management Studies shall be selected by candidates.

### 1. CREDIT: Definition

One instructional hour per week in a course during the semester shall be considered equivalent to one credit.

A credit can be earned from lectures/tutorials, practical/viva-voce, project/field work, report writing etc. Credits can also be awarded for industry visits and other course requirements such as dissertation, minor and major projects etc. The credits for an activity are given only when an activity is completed and cleared as prescribed in the syllabus.

### A MBA (AB) PROGRAM

Students of the two-year (four semester) MBA (AB) shall be examined in the following Courses in accordance with the syllabi or course prescribed in the following Ordinances.

## Master of Business Administration

### I Semester

S.No.	Name of Paper	Credits	Paper Code
1	Principles & Practices of Management	4	AB-111
2	Managerial Economics	4	AB-112
3	Environment & Management	4	AB-113
4	Statistical Methods for Decision Making	4	AB-114
5	Accounting & Financial Analysis	4	AB-115
6	Marketing Management	4	AB-116
7	Human Resource Management	4	AB-117
8	Business Communication	2	AB-118
	<b>Total</b>	<b>30</b>	

Add-On Course: Soft Skills Development 02 Credits AB-AOC-I

### II Semester

S.No.	Name of Paper	Credits	Paper Code
1	Organization Behaviour & Ethos	4	AB-211
2	Business Research Methods	4	AB-212
3	Operations Research	4	AB-213
4	Management Accounting & Control	4	AB-214
5	Financial Management	4	AB-215
6	Operations Management	4	AB-216
7	Management Information System	4	AB-217
8	Corporate Social Responsibility	2	AB-218
9	Minor Project	2	AB-219
10	Term End Viva –Voce	4	AB-220
	<b>Total</b>	<b>36</b>	

Add-On Course: Geo-Politics 02 Credits AB-AOC-II

### III Semester

S.No.	Name of Paper	Credits	Paper Code
1	Entrepreneurship Development & Project Management	4	AB-311
2	Strategic Management	4	AB-312
3	Legal Aspects of Business	2	AB-313
4	Agricultural Input Marketing	4	AB-314
5	Elective I (Core)	4	
6	Elective II( Core )	4	

7	Elective III( Core )	4	
8.	Elective IV (Open )	4	
9.	Summer Internship	8	AB-315
	<b>Total</b>	<b>38</b>	

*Add-On Course:* Knowledge Management 02 Credits AB-AOC-III

#### IV Semester

S.No.	Name of Paper	Credits	Paper Code
1	Agribusiness & Rural Development	4	AB-411
2	Dissertation	8	AB-412
3	Elective V(Open )	4	
4	Elective VI(Open )	4	
5	Comprehensive Viva-Voce	4	AB-413
	<b>Total</b>	<b>24</b>	

*Add-On Course:* Social Entrepreneurship 02Credits AB-AOC-IV

#### Notes & Explanations:

1. Add on Courses are provided in each semester. The opting student would attend the lectures but would not undergo the examination for them.
2. Having chosen a specialization area, for example Finance, Operations, Marketing the student is to compulsorily undergo first three electives (called Electives- Core). H/She is then given a choice to opt for next three electives (called Electives-Open) out of nine papers. These nine papers are arranged in three categories/bunches. Each category/bunch has three papers of which the student is required to choose one.

#### 2. Elective Courses for MBA (Agri Business) Program:

The students will have to select any one of the following groups:

1. Finance
2. Human Resource Management
3. Marketing
4. Operations Management

(Elective Groups in an academic year available for the purpose will depend upon the facilities in the Department and enough number of students opting for the group. The elective groups selected in semester III shall continue in semester IV as well)

**Minimum credit requirements for the program = 128 credits.**

#### **MBA AB SPECIALIZATIONS**

##### FINANCE

S. No.	Paper Name (Core Elective)	Credits	Code
1.	Corporate Financial Decisions	4	AB-FC-31
2.	International Financial Management	4	AB-FC-32
3.	Security Analysis & Portfolio Management	4	AB-FC-33
	<b>(Open Elective IV) (any one)</b>		
4.	Corporate Tax Planning & Management	4	AB-FO-31
5.	Financial Inclusion	4	AB-FO-32
6.	Behavioural Finance	4	AB-FO-33
	<b>(Open Elective V) (any one)</b>		
7.	Banking & Financial Services(including money markets)	4	AB-FO-41
8.	Capital Markets & Regulatory Systems	4	AB-FO-42
9.	Agricultural Finance	4	AB-FO-43

	<b>(Open Elective VI) (any one)</b>		
10.	Financial Derivatives	4	AB-FO-44
11.	Principles of Insurance & Risk Management	4	AB-FO-45
12.	Corporate Valuation & Mergers	4	AB-FO-46

#### HUMAN RESOURCE MANAGEMENT

S. No.	Paper Name (Core Elective)	Credits	Code
1.	Labour and Employment Laws in India	4	AB-HC-31
2.	Industrial Relations	4	AB-HC-32
3.	Organizational Development	4	AB-HC-33
	<b>(Open Elective IV) (any one)</b>		
4.	Employee Welfare & Compensation Management	4	AB-HO-31
5.	Performance Management	4	AB-HO-32
6.	Human Resource Information Management System(HRIMS)	4	AB-HO-33
	<b>(Open Elective V) (any one)</b>		
7.	Management of Change	4	AB-HO-41
8.	Stress Management	4	AB-HO-42
9.	Cross-Cultural Management	4	AB-HO-43
	<b>(Open Elective VI) (any one)</b>		
10.	Group Dynamics	4	AB-HO-44
11.	Social Audit	4	AB-HO-45
12.	Leadership and Team Building	4	AB-HO-46

#### MARKETING

S. No.	Paper Name (Core Elective)	Credits	Code
1.	Consumer Behaviour	4	AB-MC-31
2.	Integrated Marketing Communication	4	AB-MC-32
3.	Customer Relationship Management	4	AB-MC-33
	<b>(Open Elective IV) (any one)</b>		
4.	Services Marketing.	4	AB-MO-31
5.	International Marketing Management	4	AB-MO-32
6.	Rural Marketing	4	AB-MO-33
	<b>(Open Elective V) (any one)</b>		
7.	Agri. Retail Management	4	AB-MO-41
8.	Product & Brand Management	4	AB-MO-42
9.	e- Marketing	4	AB-MO-43
	<b>(Open Elective VI) (any one)</b>		
10.	Retail Management	4	AB-MO-44
11.	Strategic Marketing	4	AB-MO-45
12.	Advanced Marketing Research	4	AB-MO-46

#### OPERATIONS

S. No.	Paper Name (Core Elective)	Credits	Code
1.	Logistics and Supply Chain Management	4	AB-OC-31
2.	Operations Planning	4	AB-OC-32
3.	Materials Management	4	AB-OC-33
	<b>(Open Elective IV) (any one)</b>		
4.	Project Management	4	AB-OO-31
5.	Enterprise Resource Planning	4	AB-OO-32
6.	Managing Technology & Innovation	4	AB-OO-33
	<b>(Open Elective V) (any one)</b>		
7.	Total Quality Management	4	AB-OO-41
8.	Inventory Management & Control	4	AB-OO-42
9.	Business Process Reengineering	4	AB-OO-43
	<b>(Open Elective VI) (any one)</b>		
10.	Advanced Operations Research	4	AB-OO-44
11.	Work System Analysis & Design	4	AB-OO-45
12.	Maintenance Management	4	AB-OO-46

## **2. Open Choice (Audit Courses) for MBA Program**

Open choice courses are meant for adding further value to the student's academic profile. Audit courses under this category are the courses which a student may opt under open choice category. It shall be open to the students of the Faculty and also to the students from across the Faculty, University wide. No examination shall be conducted for Audit courses however these courses shall be mentioned in the grade sheet only when the student attends at least 80% classes in the course. Accordingly, these shall not be counted in the calculation of SGPA and CGPA.

In addition to the open choice / Audit Courses indicated above, the following issues/ areas have been identified by the Faculty wherein a teaching of 12-14 hours spanning over 3-6 days by an eminent person either from academic or corporate world shall be held. These courses shall be treated equivalent to one credit and shall have the status of open choice (Audit courses). These courses shall not be run on regular basis, but shall be run as per convenience of the Faculty and availability of the resource persons. The schedule of these courses shall be usually announced well in advance.

- Total Quality Management
- Enterprise Resource Planning
- Customer Relationship Management
- Micro and Small Enterprises
- Entrepreneurship Development
- Micro Finance
- Export Procedure and Documentations
- NGO Management/ Social Enterprise Development
- Health Care Management or any other area which the Faculty deems fit in interest of the students.

## **3. Add-on-Courses**

Add-on-Course of two credits in each semester of a program is meant for adding further value to the student's academic profile. It shall be run for the students of the faculty only. It would be optional for them to undergo such a course. No examination shall be conducted for Add-on-Course, however, these courses shall be mentioned in the grade sheet only when the student attends at least 80% classes in the course. Accordingly, these shall not be counted in the calculation of SGPA and CGPA.

## **4. Examination System:**

Each theory/ practical/ seminar/ field work/project/ dissertation course shall be of 100 marks. For evaluation, the overall structure of the distribution of marks in a course shall be such that 30 marks are allotted to various assessments during the semester, while 70 marks shall be allotted for the end semester examinations.

### **A). Sessionals (30 Marks):**

- (i) The assessment (sessionals) in theory courses shall comprise of class test/test(s) and semester reports/assignments and regularity in each of the courses offered by them.
- (ii) Such class tests, semester reports and/or assignments in each paper shall carry 30 marks, of which 20 marks shall be for class tests and quizzes and 10 marks for semester report(s) and/or assignment(s) and regularity. (The marks of 2 best class tests/quizzes be considered out of 3 class tests/quizzes)
- (iii) The semester report(s) and/or assignment(s) shall be submitted by the students to the teachers concerned, by a date fixed by the Head of the Department of Management Studies. After valuation of the semester report(s) and/or assignment(s), the teacher concerned shall submit the result to the Head of the Department of Management Studies who shall forward the same to the Controller of Examinations.

- (iv) The marks obtained in semester report(s) and/or assignment(s) shall be displayed on the Notice-Board.
- (v) Where candidate fails to take examination in any one or more papers or having taken the examination, has but failed to secure the minimum pass marks in any one or more papers or in the aggregate, his marks in the class tests, semester reports and/or assignments shall be carried forward to the subsequent examination.

**B). End Semester Examination and evaluation (70 marks):**

- (i) The question papers shall be set and the answer-scripts shall be evaluated by the teachers of the concerned courses. If there are more than one teacher teaching the course, the question paper shall ordinarily be set and evaluated by a teacher of the group, appointed by the Board of Examiners.
- (ii) The End Semester examination answer-scripts shall be shown to the students after evaluation by the concerned teachers within 7 days of the last examination for the semester. Thereafter, within a week, all the answer books along with the statement of marks shall be sent to the Office of the Controller of Examinations for declaration of the results.
- (iii) In case of any objection by a student in the evaluation, the same shall be looked after by a panel of two senior faculty members, to be nominated by the Dean, whose decision shall be final.
- (iv) **Once evaluated answer books are submitted to the Controller of Examination there shall be no reevaluation/re-totaling thereafter.**
- (v) Audit courses shall not be evaluated and also not accounted for SGPA/CGPA calculation. However, the prescribed minimum attendance in these courses shall be necessary.

**5. Practical Training Report, Dissertation and Viva-voce:**

- (i) Every MBA (Agri Business) students is required to undertake practical training for a period of eight weeks in a reputed organization connected with industry, trade or commerce, approved by the Head of the Department of Management Studies. This Training Report is a part of the MBA (Agri Business) III Semester examination and is equivalent to 8 credits carrying 200 marks (100 marks for presentation and 100 marks for written report). It is required to be submitted to the Controller of Examination in duplicate on or before a specified date fixed for the purpose by the Head / Dean of the Department of Management Studies.
- (ii) The Practical Training Report submitted by the candidates for the MBA (Agri Business) degree is examined by an internal and an external examiner independently out of 100 marks and the average of marks secured is credited to the marks obtained by the candidate. If the difference in percentage of marks between the two examiner is 30% or more, the Training Report will be sent to a third examiner. The marks given by the third examiner will be final.
- (iii) Every student will be required to make a presentation of his/her practical training report, including that of Project work undertaken by him/her during summer /practical training, before an audience consisting of all students and teachers of the Faculty. This presentation will be evaluated, out of 100 marks, by a board consisting of teachers of the Faculty nominated for this purpose by the Board of Examiners/Dean of Faculty /Head of the Department.
- (iv) Every MBA (Agri Business) student will also be required to prepare a Dissertation preferably in his/her area of specialization under the supervision of a teacher of the Faculty. The topic of the Dissertation and the name of the supervisor earmarked will be approved by a 'Dissertation Committee" formed for this purpose by the Head/Dean of

the Faculty. This Dissertation will be equivalent to 6 credits and constitute a part of the MBA (Agri Business) IV Semester Examination and will carry 100 marks.

- (v) Each student may be asked to present Research Methodology of the Dissertation before the members of the Faculty for consideration and finalization.
- (vi) The Dissertation shall be submitted to the Controller of Examination in duplicate on or before a specific date fixed for the purpose by the Head/Dean of the Management Studies.
- (vii) The Dissertation shall be examined by two external examiners, who shall evaluate it independently out of 100 marks each. The average of these marks shall be credited to the marks obtained by the student. If the difference in percentage of marks between the two examiners is 30% or more, the Dissertation shall be sent to a third examiner. The marks given by the third examiner shall be final.
- (viii) The *Viva-voce* examination of the MBA (Agri Business) students shall be conducted at the end of the last semester having 2 credits and shall carry 100 marks. This comprehensive *Viva Voce* examination shall cover the entire programme. It shall be conducted by a board consisting of the Head of the Department, two senior most teachers of the Faculty and one external member of the rank of a Professor.

## 6. Script and Duration of Examinations

- (i) Except when otherwise directed by the Ordinances or by the examiner in the examination paper, every candidate shall answer question in Hindi or English language in the examination in all the subjects.
- (ii) Each individual paper shall be of three hours' duration and practicals, if any, shall also be of three hours' duration.

## 7. Evaluation Pattern:

### (A) Point Scale for Grading

#### Award of Grades Based on Absolute Marks

Marks Range (Out of 100)	Grade	Grade Point
90 -100	S	10
80 – 89	A	9
70 – 79	B	8
60 – 69	C	7
50 – 59	D	6
40 – 49	E	5
Passed with Grace	P	4
00 – 39	F	0
Non-appearance in examination (Incomplete)	I	-
Audit Course	X	-

#### **Explanation:**

Latter grades **S, A, B, C, D, E and P** in a course mean that the candidate has passed that course.

**The F grade** denotes poor performance, i.e., failing in the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all courses in which he/she obtains "F" grade, until a passing grade is obtained.



**The I Grade:** The "I" Grade is awarded, when a student does not appear in the examination of course/courses. This shall be treated as "F" Grade.

**The X Grade:** The "X" Grade is awarded, when a student successfully attends the audit course with minimum attendance requirement of 80%.

**Grace Rule:** Tabulators shall award grace marks as per the following guidelines:

- (1) A student who fails in not more than 3 theory courses by total marks of not more than  $\frac{1}{2}$  the number of total theory courses of the semester (any fraction is rounded off to the next higher number), shall be awarded grade "P" (in place of grade "F") of Grade Point 4 in the concerned courses.
- (2) Grace mark will not be awarded for making up shortfall in minimum SGPA/CGPA or improving the grade.

**(B) Measurement of the student's performance in the programme:**

*SGPA : Semester Grade Point Average.*

*CGPA : Cumulative Grade Point Average.*

**Calculation of Semester Grade Point Average (SGPA)  
and Cumulative Grade Point Average (CGPA):**

$$(i). \text{ SGPA} = \frac{\sum_{i=1}^n C_i \cdot P_i}{\sum_{i=1}^n C_i}$$

where,

$C_i$  = Number of credits assigned for the  $i^{\text{th}}$  course of a semester for which SGPA is to be calculated.

$P_i$  = Grade point earned in the  $i^{\text{th}}$  course.

$i = 1, \dots, n$ , represent the number of courses in which a student is registered in the concerned semester.

$$(ii). \text{ CGPA} = \frac{\sum_{j=1}^m C_j \cdot P_j}{\sum_{j=1}^m C_j}$$

where,

$C_j$  = Number of credits assigned for the  $j^{\text{th}}$  course, up to the semester for which CGPA is to be calculated.

$P_j$  = Grade point earned in  $j^{\text{th}}$  course.

$j = 1, \dots, m$ ; represent the number of courses in which a student was registered up to the semester for which CGPA is to be calculated.

**Notes:** Audit courses shall not be evaluated and also not accounted for SGPA/CGPA calculation. However, the prescribed minimum attendance in these courses shall be necessary.

## 8. Promotion and Supplementary Examination

There shall be no supplementary examination for I & II semesters. However, there shall be supplementary examination for III and IV semesters after declaration of the results of IV Semester. Students failing in courses of III and IV semesters may appear in supplementary examination(s) or subsequent main examination(s).

### (A) First Semester Course & Examination:

The candidates who have taken admission in the First Semester of a 2-year MBA (Agri Business) programme in a session can be put in the following two categories on the basis of their attendance in the Semester:

- I. (i) Those who have put in the required minimum percentage of attendance for appearing in the First Semester Examination and filled up the examination form in time for appearing at the First Semester Examination.
- (ii) Those who did not put in the required minimum percentage of attendance for appearing at the First Semester Examination or did not fill up examination form in time for appearing at the First Semester Examination.

**Candidates under Category I (i)** are eligible for appearing at the examination of First Semester, while **candidates under Category. I (ii)** are not allowed to appear at the examination of the Semester. However, category **I (ii)** candidates are allowed to reappear at the Post-graduate Entrance Test (PET) of subsequent year(s) for seeking admission afresh. This implies that **no readmission is permissible to those who do not put in the required percentage of attendance for taking the examination or did not submit the examination form in time.** This implies that **no readmission is permissible to those who do not put in the required percentage of attendance for taking the examination or did not submit the examination form in time.**

- II. After appearing at the Examination of First Semester the candidates can be put in the following categories in the context of declaration of the results of the First Semester Examination:

- (i) **Passed**, i.e., those who have passed in examinations of all courses of the Semester.
- (ii) **Promoted**, i.e., those who have not passed in examinations of all the courses of the Semester.
- (iii) **Minimum passing grade** – Grade ‘E’ for each course. However, candidates with grade ‘P’ in a course shall also be considered as passed in that course.
- (iv) **Promotion to Second Semester:**

All students who have put in the minimum percentage of attendance in Semester I and filled up the examination form in time shall be promoted to the Semester II.

### (B) Second Semester Course & Examination:

As in the First Semester, in all subsequent Semesters, all the candidates who have put in the minimum percentage of attendance for appearing at the Examination and have filled in the examination form in time for appearing at the End Semester Examination shall be allowed to appear at the respective

examinations. However, students who have not put in the minimum percentage of attendance or did not fill up the Examination form in time in Semester shall be allowed to take re-admission in that Semester (**except in the First Semester where re-admission is not permitted**).

**(C) Declaration of results after II Semester (based on the results of I and II Semester Examinations):**

After declaration of results of the First & Second Semesters, a candidate can be put in the following categories:

- (i) **Passed:** A candidate who has passed in examinations of all the courses of the First & Second Semesters.
- (ii) **Promoted:** A student, who has not passed in all the courses of either I<sup>st</sup> or II<sup>nd</sup> semester or both, shall be promoted to the III<sup>rd</sup> semester if he/she has obtained at least 4.0 CGPA. All such students shall have the option to clear the courses, in which they had failed, in the subsequent available examination(s) of the concerned semester as ex-students.
- (iii) **Failed:** A candidate who has obtained less than 4.0 CGPA in the examinations of 1<sup>st</sup> and 2<sup>nd</sup> Semesters taken together shall be treated as failed.

**Note:** *There shall be no supplementary examination for the courses of I<sup>st</sup> and II<sup>nd</sup> semesters.*

**(D) Promotion to the Third Semester:**

- (i) A candidate who comes under the category '**Passed or Promoted**' is eligible to be promoted to the third Semester, if otherwise eligible.
- (ii) Failed candidates shall not be promoted to the III<sup>rd</sup> Semester. However, they shall be promoted to the third semester when they become eligible to come under the category of either 'Passed' or 'Promoted' as explained above after passing the failed courses in the subsequent available examination(s) as ex-students.

**(E) Promotion to the Fourth Semester:**

All students who have put in the minimum percentage of attendance in III<sup>rd</sup> Semester and filled in the examination form in time shall be promoted to the IV<sup>th</sup> Semester.

**(F) Declaration of Results after Fourth Semester (Based on the results of the I, II, III and IV Semester Examination):**

After declaration of results of III and IV Semesters, a candidate can be put in the following two categories:

- (i) **Passed:** A candidate who has passed in all the courses of I, II, III and IV Semesters and obtained at least CGPA of 5.0.
- (ii) **Failed:** All those students who have not "Passed" shall be categorized as "Failed".

Such failed students may clear their failed courses in subsequent examinations as ex-students. There shall be a provision of supplementary examinations for III and IV Semesters after declaration of results of IV Semester. Students failing in courses of III and IV Semesters may appear in the supplementary examination or subsequent main examination(s).

***A student who has failed in a course shall get two more chances to clear this course subject to the maximum duration for passing the course. Further, each candidate shall have to clear all the courses within the maximum period of 4 years from the date of his/her latest admission.***

**(G) Maximum duration for passing the MBA (Agri Business) Programme:**

The maximum duration for passing the 2-years PG programme shall be 4 years, which shall be counted from the year of latest admission in the 1<sup>st</sup> semester of the PG programme. No student shall be allowed to take further admission in the programme after the expiry of four years.

**9. Admit Card (for End Semester Examinations)**

A candidate may not be admitted into examination room unless he/she produces his/her admit card to the officer conducting the examination or satisfies such officer that it shall be subsequently produced.

The Controller of Examinations may, if satisfied that an examinee's admit card has been lost or destroyed, grant duplicate admit card on payment of a further fee of Rs. 10/-

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**Provision regarding declaration of division etc. practiced with regard to MBA / MBA IB Programs of the Faculty :**

**(H) DECLARATION OF DIVISION:**

A candidate who has passed in all the papers/ courses of I, II, III and IV Semesters of 2-year PG programs taken together shall be declared as 'Passed'. Such passed candidates may be awarded with the division according to the following criteria:

- (i) First Division with distinction : CGPA 8.5 and above
- (ii) First Division : CGPA 6.5 and above, but below 8.5
- (iii) Second Division : CGPA 5.0 and above, but below 6.5

**Note:** The SGPA and CGPA shall be computed upto 2 places of decimals (truncated at the second place).

The conversion formula for converting CGPA to the corresponding Percentage of Marks will be as follows:

$$X = 10 Y - 4.5$$

where, X = Percentage of Marks

$$Y = \text{CGPA}$$

**(I) RANKING TO THE CANDIDATES:**

Ranking shall be given to only those candidates who pass all the courses of the program in one attempt.

Notwithstanding any provision in the ordinances to the contrary, the following category of examinee is also eligible for ranking:

The student who, having been duly admitted to a regular examination of the program, was unable to take that examination in full or in part due to some disruption of examination, and took the next following examination of that program and passed the course(s).

The marks obtained by him/her at the examination shall be considered as the basis for the University Ranking, Scholarships and other distinctions.

In order to get the benefit of this provision, the student should claim that he/she is eligible for this benefit and get a decision in writing after proving his/her eligibility therefore.

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Fee Structure\* session 2014-15 onwards

	Amt. Rs.
Course Fee (to be remitted in two installments of Rs. 90,000/- p.a. for two years)	180,000.00
Regular University Fee (at the beginning of I sem.)	28,641.00
Regular University Fee (at the beginning of II sem.)	2,100.00
Regular University Fee (at the beginning of III sem.)	27910.00
Regular University Fee (at the beginning of IV sem.)	2,100.00
Hostel Fee on allotment (I Year)	4,110.00
Hostel Fee on allotment (II Year)	4,110.00
<b>Total</b>	<b>248,971.00</b>

\* Subject to revision