



UNIVERSITY OF CALICUT

Abstract

Faculty of Commerce & Management Studies-Regulations, Scheme and Syllabus of B.Com, BCom with(Islamic Finance),BBA,BHA(Bachelor of Hotel Administration),BTHM (Bachelor of Tourism and Hotel Management) Programmes under CUCBCSS(UG) 2014- Approved- Implemented- Orders Issued-

G & A - IV - E

U.O.No. 6747/2014/Admn

Dated, Calicut University.P.O, 15.07.2014

Read:-(i) U.O No:GAN/J/5180/2014/Admn dt-29.05.2014(CUCBCSS UG Revised Regulations)

(ii) Minutes of the meeting of the BOS in Commerce(UG) held on 03.07.2014, Item No: I and 2

(iii) Minutes of the meeting of the BOS in Management studies(UG) held on 14.05.2014,Item No:I

(iv) Minutes of the meeting of the BOS in Hotel Management held on 20.05.2014,Item No:I

(v) Minutes of the meeting of the Faculty of Commerce and Management studies held on 20.06.2014,vide Item No :II & III

(vi) Orders of the Hon'ble Vice Chancellor in File even No:dt.14.07.2014

ORDER

As per reference read first above,the Revised Regulations for CUCBCCS(2014) has been implemented and the BOS in Commerce(UG),Management studies(UG) and Hotel Management have prepared the syllabi for the UG courses in tune with the revised Regulations.

As per reference read second above,the BOS in Commerce(UG) at its meeting held on 03.07.2014 vide Item No :I has finalised and approved the syllabi for B.Com course and also vide Item No: 2 approved the syllabi of BCom with Islamic Finance as Specialisation, which was finalised and approved by the BOS in Islamic Finance, under CUCBCSS scheme w.e.f 2014 admission onwards.

As per reference third above, the meeting of the BOS in Management studies(UG) held on 14.05.2014 vide Item No:I has finalised and approved the syllabi for BBA course under CUCBCSS scheme w.e.f 2014 admissiononwards.

Vide reference fourth above, the meeting of the BOS in Hotel Management held on 20.05.2014 vide Item No.I has finalised and approved the syllabi for BHA and BTHM course under CUCBCSS scheme w.e.f 2014 admission onwards

The Faculty of Commerce and Management studies at its meeting held on 20.06.2014, vide item No:II,III, has approved the minutes of the meeting of the BOS in Management studies(UG) and Hotel Management held on 14.05.2014, 20.05.2014 respectively. The syllabi for B.Com course and B.Com with specialisation Islamic Finance has been approved by the Dean Faculty of Commerce and Management studies on behalf of the Faculty.

Considering the exigency of the matter, the Hon'ble Vice Chancellor in exercising the powers of the Academic Council, has approved the minutes of the meeting of the BOS in Commerce(UG), Management studies(UG), Hotel Management and Faculty of Commerce and Management studies, read as 2nd to 5th above, subject to ratification by the Academic Council.

Sanction is therefore accorded to implement the Regulations, Scheme and Syllabus of B.Com, BBA, BHA, BTHM courses under CUCBCSS scheme w.e.f 2014-2015 admission onwards subject to ratification by the Academic Council.

Orders are issued accordingly

(Syllabi of B.Com, BBA, BHA, BTHM courses are appended)

Muhammed S
Deputy Registrar

To

The Principals of all affiliated colleges/The Controller of Examinations, Copy to: PS to VC/PA to PVC/PA to Registrar/PA to CE/EX sections/EG I section/DR/AR-B Com, BBA, Hotel Management Tabulation sections/GA I F section/Enquiry/PRO- System Administrator-with a request to upload the syllabi in the university website.

Forwarded / By Order

Section Officer

UNIVERSITY OF CALICUT
REGULATIONS GOVERNING BACHELOR OF COMMERCE DEGREE
PROGRAMME UNDER CUCBCSSUG 2014 EFFECTIVE FROM THE 2014
BATCH
B.Com ADMISSIONS

1.0 Title of the Programme

This DEGREE shall be called BACHELOR OF COMMERCE (B.Com).

2.0 Eligibility for admission

Any candidate who has passed the Plus Two of the Higher Secondary Board of Kerala or Pre Degree of Calicut University or that of any other University or Board of Examinations in any state recognized as equivalent to the Plus Two of the Higher Secondary Board in Kerala, with not less than 45% marks in aggregate is eligible for admission, However, SC/ST, OBC and other eligible communities shall be given relaxation as per University rules.

3.0 Duration of the programme

The duration of the B.Com programme of study is three academic years with six semesters.

4.0 Medium of Instruction

The medium of instruction and examination shall be English.

5.0 Courses of study

Total number of courses for the whole B.Com Programme is 31. It is divided in to courses namely:-

1. Common courses
2. Core courses
3. Complementary courses and
4. Open courses

The course of study leading to the award of B.Com shall comprise the following :-

5.1

Semester I

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Common	BC1A01	4	4	20	80	100
Common	BC1A02	5	3	20	80	100
Common	BC1A07	5	4	20	80	100
Core	BCIB01 Management Concepts and Business Ethics	6	4	20	80	100
Compl.	BCIC01 Managerial Economics	5	4	20	80	100
	Total	25	19	100	400	500

Semester II

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Common	BC2A03	4	4	20	80	100
Common	BC2A04	5	3	20	80	100
Common	BC2A08	5	4	20	80	100
Core	BC2B02 Financial Accounting	6	4	20	80	100
Compl.	BC2C02 Marketing Management	5	4	20	80	100
	Total	25	19	100	400	500

Semester III

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Common	BC3A11 Basic Numerical Skills	5	4	20	80	100
Common	BC3A12 General Informatics	5	4	20	80	100
Core	BC3B03 Business Regulations	4	4	20	80	100
Core	BC3B04 Corporate Accounting	6	4	20	80	100
Compl.	BC3C03 E- Commerce Management	5	4	20	80	100
	Total	25	20	100	400	500

Semester IV

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Common	BC4A13 Entrepreneurship Development	5	4	20	80	100
Common	BC4A14 Banking and Insurance	5	4	20	80	100
Core	BC4B05 Cost Accounting	6	4	20	80	100
Core	BC4B06 Corporate Regulations	4	4	20	80	100
Compl.	BC4C04 Quantitative Techniques for Business	5	4	20	80	100
	Total	25	20	100	400	500

Semester V

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Core	BC5B07 Accounting for Management	4	4	20	80	100
Core	BC5B08 Business Research Methods	4	4	20	80	100
Core	BC5B09 Human Resource Management	4	4	20	80	100
Core	BC5B10 Course in Specialisation	5	4	20	80	100
Core	BC5B11 Course in Specialisation	5	4	20	80	100
Open	BC5D01 Open Course (For students from other Departments)	3	2	10	40	50
	Total	25	22	110	440	550

Semester VI

Course	Title	Contact Hours	Credits	Internal	External	Total Marks
Core	BC6B12 Income Tax Law and Practice	6	4	20	80	100
Core	BC6B13 Auditing	5	4	20	80	100
Core	BC6B14 Course in Specialisation	5	5	20	80	100
Core	BCSB15 Course in Specialisation	5	5	20	80	100
Core Project	BC6B16 (PR) Three Weeks Project and Viva-Voce	4	2	10	40	50
	Total	25	20	90	360	450

Core Courses in the area of Specialization:

A. Finance

1. Financial Markets and Services
2. Financial Management
3. Financial Derivatives
4. Fundamentals of Investments

B. Banking and Insurance

1. Banking Services Management
2. Insurance Management
3. Foreign Exchange Management
4. Risk Management and Insurance

C. Co - operation

1. Co-operative Theory and Practice
2. Legal Environment For Co-operatives
3. International Co-operative Movement
4. Co-operative Management and Administration

D. Computer Applications

1. Business Applications of Computers
2. Business Information Systems
3. Office Automation Tools
4. Computerised Accounting with Tally

E. Travel and Tourism

1. Tourism Principles And Practices
2. Tourism Product And Promotion
3. Tourist Transport And Tour Operation
4. Hospitality Management

F. Islamic Finance

1. Fundamentals of Islamic Finance

2. Islamic Business Law And Commerce
3. Islamic Financial Institutions
4. Islamic Banking Products

Open Courses (For students from other departments)

1. E- Commerce
2. Basics of Entrepreneurship and Management
3. Basic Accounting

5.2 **Four Common Courses** (BC3A11 Basic Numerical Skills, BC3A12 General Informatics, BC4A13 Entrepreneurship Development BC4A14 Banking and Insurance), all the Core Courses, Complementary and Open Courses for B.Com Programme shall be taught by Commerce Faculty. However, the core courses under the specialization Islamic Finance shall be taught by Commerce Faculty or teachers having M.A Islamic Finance or M.A Islamic Economics or M.A Economics with Islamic Finance qualifications.

6.0 Attendance

A candidate shall attend at least a minimum of 75% of the number of classes actually held for each of the courses in a year to be eligible for appearing for examination in that course. If the candidate has shortage of attendance in any course in a year he shall not be allowed to appear for any examination in that year. However the University may condone shortage if the candidate applies for it as laid down in University procedures and if the Vice Chancellor is satisfied with the reasons cited by the candidate for his absence in classes.

7.0 Internal Assessment

All courses shall have internal assessment as specified in the common regulations for CUCBCSSUG 2014. Provisions of the clause 9.2 and 9.3 of the common regulation are applicable in the case of internal assessment.

8.0 External Examination.

8.1 The University shall conduct semester examinations as specified in the common regulations for CUCBCSSUG 2014. The duration of examination shall be three hours for each course, Provisions of clause 9.5, 9.6, 9.7 and 9.8 of the common regulation for CUCBCSSUG 2014 will be applicable for external examinations.

9.0 Project Report

9.1 During the sixth semester every student shall do a project .The student may choose any topic from the subjects he/she has studied .

9.2 The candidate shall prepare and submit a project report to the Department.

9.3 The report shall be in English with not less than 30 pages, printed or typed (A4 size paper, 1.5 line spacing, Times New Roman font , font size 14) and spiral bound.

The project report should be submitted to the Head of the Department one week before the last working day of the sixth semester, duly certified by the Guide.

9.4 Project work shall have the following stages:

- Project proposal presentation
- Field work and data analysis
- Report writing
- Draft project report presentation
- Final project report submission

9.5 The project can be done individually or as a group of two students. But the project report should be in different areas. In no case the project reports of two students shall be identical. The work of each student shall be guided by one Faculty member.

9.6 The candidate shall prepare at least two copies of the report; one copy for submission to the Department and one copy for the student which he/she has to bring with him/her at the time of viva voce. More copies may be prepared If the organization or the guide or both ask for.

9.7 Duration of project work

The duration for project work is 3 weeks.

9.8 A certificate showing the duration of the project work shall be obtained from the supervising teacher or from the organization for which the project work was done and it shall be included in the project report.

9.9 Structure of the report

Title page

Certificate from the organization (for having done the project work)

Certificate from guide

Acknowledgements

Contents

Chapter I : Introduction (Organization profile, Research problem, Objectives of the study, Research methodology etc.)

Chapter II : Review of Literature

Chapters III and IV : Data Analysis (2 or 3 chapters)

Chapter V : Findings, Suggestions and Conclusion.

Appendix : (Questionnaire, specimen copies of forms, other exhibits etc.)

Bibliography : (books, journal articles etc. used for the project work).

9.10 Evaluation of project report

The project report shall be subject to internal and external evaluation. The internal evaluation shall be carried out by the supervising teacher and external evaluation done jointly by the internal examiner and the external examiners appointed by the University inclusive of Viva-voce examination. The marks should be awarded on the basis of the following :-

1. Evaluation of the Project Report shall be done under Mark System.

Marks secured for the project will be awarded to candidates, combining the internal and external Marks

2. The internal to external components is to be taken in the ratio 1:4. Assessment of different components may be taken as below.

Internal (20% of total)		External (80% of Total)	
Components	% of Marks	<i>Components</i>	%of Marks
Punctuality	20	Relevance of the Topic, Statement of Objectives, Methodology (Reference/ Bibliography)	20
Use of Data	20	Presentation, Quality of Analysis/Use of Statistical tools, Findings and recommendations	30
Scheme/Organization of Report	30	Viva-Voce	50
Viva-Voce	30		

3. Submission of the Project Report and presence of the student for viva are compulsory for internal evaluation. No marks shall be awarded to a candidate if she/he fails to submit the Project Report for external evaluation.
4. The student should get a minimum of 40 % marks in the aggregate and 40% separately for external for pass in the project.
5. There shall be no improvement chance for the Marks obtained in the Project Report.
6. In an instance of inability of obtaining a minimum of 40% marks, the project work may be re- done and the report may be re-submitted along with subsequent exams through the department, as per the existing rule of the University examinations.

10.0 Viva Voce

At the end of sixth semester candidate shall attend a comprehensive viva voce. The external evaluation of 12 to 15 students per day is to be conducted with one external examiner and one internal examiner. The examiners shall consult each other and award the grades according to the same criteria specified in 9.10 for the award of marks.

11.0 Requirement for passing the course

For a pass in each course the student has to secure aggregate 40% marks or E grade in internal and external. An aggregate of 40% marks (E grade with 120 credits)is required for a pass in the B.Com degree programme.

12. Fourth /fifth semester students of regular colleges shall be taken under the supervision of faculty members to business or industrial units so as to enable them to have first hand knowledge about location, layout ,managerial functions,,H R management or any area of study as per curriculum. Study tour to an industrial/business centre will form part of curriculum. The report submitted by the student in this respect shall be kept in the teaching department.

13.0 In all other matters regarding the conduct of B.Com Programme in the affiliated colleges under Calicut University under Choice Based Credit Semester System which are not specified in this regulation ,the common regulation CUCBCSSUG 2014 will be applicable.