

Bachelor of Business Administration:**Programme Code(BBA)****Objectives:**

- to help students for getting professional education through distance learning so that he/she can put a step towards corporate world,
- expansion of understanding related to various streams of Management,
- to develop managerial skills and personal skills leading to self development, and
- exploring better prospects for higher education in the field of Management.

Eligibility: Senior Secondary (10+2) passed or equivalent in any discipline from any recognized Board

Duration: Minimum 3 years; Maximum 6 years

Credit: 96

Fee*: BBA, I Year; Total Fees Rs. 12,000/-
BBA, II Year; Total Fees Rs. 12,000/-
BBA, III Year; Total Fees Rs. 12,000/-

*Prospectus fee Rs. 500/- , Examination Fee Rs. 500/- , Back Exam fee (if any) Rs 500/- will be payable extra

Programme Structure:**Bachelor of Business Administration (BBA) - I Year**

S. No.	Paper Code	Paper Title	Credit
1	BBA – 101	Fundamentals of Accounting	6
2	BBA – 102	Business Ethics & Environment	4
3	BBA – 103	Principles of Management	4
4	BBA – 104	Legal Framework	4
5	BBA – 105	Business Economics	4
6	BBA – 106	Event Management	4
7	BBA – 107	Communication & Computer Application	6

Bachelor of Business Administration (BBA) - II Year

S. No.	Paper Code	Paper Title	Credit
1	BBA – 201	Cost and Management Accounting	6
2	BBA – 202	Economic Environment	4
3	BBA – 203	Marketing Management	4
4	BBA – 204	Human Resources Management	6

5	BBA – 205	Company Law	4
6	BBA – 206	Project Management and Entrepreneurship Development	4
7	BBA – 207	Operation Management	4

Bachelor of Business Administration (BBA) - III Year

S. No.	Paper Code	Paper Title	Credit
1	BBA – 301	Financial Management	4
2	BBA – 302	International Business	4
3	BBA – 303	Organizational Behaviour	4
4	BBA – 304	Strategic Management	4
5	BBA – 305	Corporate Management	4
6	BBA – 306	Management Information System	4
7	BBA – 307	Project Report	8

Evaluation & Examinations:

Internal Assignment: The internal assignment shall be of 30 marks. Two assignments will be given in each course. The internal assignment shall be submitted to the concerned IGC for onward submission to the University. Marks Obtained in assignments shall be shown separately in the Mark sheet. In Project Report Writing (BBA-307) there will be no Internal Assignment.

Term-End-Examination: There shall be a term-end-examination at the end of the minimum duration of the study i.e. one year. It carries a weightage of 70% marks. Term-End-Examination will be held in the months of June and December every year. There will be separate practical papers beside theory papers. The students are at liberty to appear in any of the examinations conducted by the university during the year subject to the completion of the minimum time frame prescribed for the programme pursued. Examination forms are to be filled with Admission Form. For appearing in the examination of due papers a student has to submit examination form along with the requisite examination fee before the due date. If a student does not appear in any Term-End-Examination, he/she may appear in them in the subsequent Term-End-Examinations subject to a maximum of the credit ceiling prescribed by the University for an Examination. This facility will be available to a student to secure the minimum pass grade during the maximum duration prescribed for the programme.

The pass marks in Internal Assignments and Term-End-Examination is only 30% for any one of the components. To clear a course as well as a programme as a whole a student is required to secure 40% marks.

Division shall be awarded to the successful candidates only after the final year as follows:

I – Division	60% and above
II – Division	48% and less than 60%
III – Division	40% and less than 48%