Solapur University, Solapur

Faculty of Commerce

Bachelor of Business Administration (BBA)

Credit and Grading System

(June, 2014)

1. General objectives of the course:

(i) To provide adequate basic understanding about Management Education among the students.

(ii) To prepare students to exploit opportunities created in the management Profession.

(iii) To train the students in communication skills effectively for business purpose.

(iv) To develop appropriate business skills in the students.

(v) To make the students competent for providing themselves self-employment.

(vi) To inculcate Entrepreneurial skills.

2. Duration:

It shall be a three years full time course.

3. Pattern:

Pattern of examination will be of semester system.

4. Eligibility for Admission:

(i) A candidate for being eligible for admission to the Degree course in Bachelor of Business Administration shall have passed 12th Std. Examination (H.S.C. 10+2) from any stream
(ii) Two years Diploma in Pharmacy after H.S.C., Board of Technical Education conducted by Government of Maharashtra or its equivalent.
(iii) Three Year Diploma Course (after H.S.C., i.e. 10th Standard) of Board of Technical Education conducted by Government of Maharashtra or its equivalent.
(iv) MCVC
(v) A candidate has to appear for a common entrance test to be conducted by respective college for getting admission to this course.

$$
\begin{array}{ll}
\text{1 Percentage at HSC} - & 100 \\
\text{2. Percentage at entrance} - & 100 \\
& \text{------} \\
& 200
\end{array}
$$

The merit list will be prepared on the basis of percentage of HSC and percentage at entrance examination. Students will be admitted on the basis of Merit list.

The B.B.A. Examination will be 3600 marks divided into 3 parts as per details given below:

(i)   B.B.A. Part I (Sem I, II) Aggregate marks 1200

(ii) B.B.A. Part II (Sem III, IV) Aggregate marks 1200

(iii) B.B.A .Part III (Sem V, VI) Aggregate marks 1200

5. Credit and Grading System

With the view to ensure worldwide recognition, acceptability, horizontal as well as vertical mobility for students completing under graduate degree, the Solapur University is implementing Credit and grading system of Evaluation at Undergraduate level.

Credit is a numerical value that indicates student's work load (Lectures, Lab work, Seminars, Tutorials, Field work, etc.) to complete a course unit. In most of the universities 15 contact hours constitute one credit. The contact hours are transformed into Credits. As per present norms, there are 4 contact hours per paper (subject) per week which works out to be 60 contact hours per paper (subject) per semester.

In Solapur University, for B.B.A-I, there are 6 compulsory subjects and each subject has 4 contact hours per paper (subject) per week. Therefore, total contact hours per week are 24.

Moreover, the grading system of evaluation is introduced for B.B.A course, wherein process of Continuous Internal Evaluation is ensured. The candidate has to appear for Internal Evaluation of 30 marks and University Evaluation for 70 marks. It is 70 + 30 pattern of evaluation. It is applicable for theory and practical as well. The details regarding this evaluation system are as under.

BBA Semester-I Subjects

Paper Name: Principles of Management									
Paper Code: 101									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Business Communication-I									
Paper Code: 102									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Financial Accounting									
Paper Code: 103									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Business Economics (Micro)									
Paper Code: 104									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Business Organisation & Systems									
Paper Code: 105									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Practicals on Management-I									
Paper Code: 106									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Oral/ Viva		100	UA	20	50	Marks System
						CA	20	50	Marks System

BBA Semester-II Subjects

Paper Name: Business Environment Paper Code: 201									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Business Communication-II Paper Code: 202									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Cost Accounting Paper Code: 203									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Management of Business Services Paper Code: 204									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Business Informatics Paper Code: 205									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Theory		100	UA	28	70	Marks System
						CA	12	30	Marks System

Paper Name: Practicals on Management-II Paper Code: 206									
TLM	Hrs	Credits	AM	Min	Max	AT	Min	Max	Evaluation System
Lectures	4	4	Oral/ Viva		100	UA	20	50	Marks System
						CA	20	50	Marks System

Abbreviations: TLM – Teaching Learning Method; AM – Assessment Method; AT: Assessment Type; UA – University Assessment; CA – College Assessment; Hrs- Contact Hours per Week; Min – Minimum Marks; Max – Maximum Marks

Credit System Structure for B.B.A- I Semester I

Code	Subject	Hrs/Week			Paper Marks	UA	CA	Credits	Total
		L	T	P					
101	Principles of Management	4	-	-	100	70	30	4	
102	Business Communication	4	-	-	100	70	30	4	
103	Financial Accounting	4	-	-	100	70	30	4	
104	Business Economics	4	-	-	100	70	30	4	
105	Business organization & system.	4	-	-	100	70	30	4	
106	Practical of Management - I	4	-	-	100	50	50	4	
Total		24	-	-	600			24	24 credits

Abbreviations: L: lectures, T: Tutorials, P: Practicals; UA: University Assessment by End Semester Examination; CA: College assessment by Internal Continuous Examination; UA (University Assessment): University Theory paper shall be of 70 marks for 3.00 hrs duration; CA (College Assessment): The internal examination for Theory and Practical course.

Credit System Structure for B.B.A- I Semester II

Code	Subject	Hrs/Week			Paper Marks	UA	CA	Credits	Total
		L	T	P					
201	Business Environment	4	-	-	100	70	30	4	
202	Business Communication – II	4	-	-	100	70	30	4	
203	Cost Accounting.	4	-	-	100	70	30	4	
204	Management of Business Services	4	-	-	100	70	30	4	
205	Business Informatics	4	-	-	100	70	30	4	
206	Practical of Management – II	4	-	-	100	50	50	4	
Total		24	-	-	600			24	24 credits
BBA-I									
Sem.-I					600			24	24
Sem.-II					600			24	24
Total					1200			48	48 credits

Abbreviations: L: lectures, T: Tutorials, P: Practical; UA: University Assessment by End Semester Examination; CA: College assessment by Internal Continuous Examination; UA (University Assessment): University Theory paper shall be of 70 marks for 3.00 hrs duration; CA (College Assessment): The internal examination for Theory and Practical course.

6. Internal Evaluation

The internal evaluation will be of 30 marks which will consists of following heads. The internal evaluation should be done accordingly and marks should be send to university.

Internal	Marks
Attendance	05 Marks
Class Assignments (2)	10 Marks
Seminar/ Group Exercise	10 Marks
Prelim Examination	05 Marks
Total	**30 Marks**

7. Standard of Passing:

The student has to secure a minimum of 4.0 grade points (Grade C) in each paper. A student who secures less than 4.0 grade point (39% or less marks, Grade FC/FR) will be declared fail in that paper (subject) and shall be required to reappear for respective paper.

A student who failed in University Examination (Theory) & passed in internal assessment of a same paper (subject) shall be given FC Grade. Such student will have to appear for University Examination only.

A student who fails in Internal Assessment and passed in University examination (Theory) shall be given FR Grade. Such student will have to appear for both University examination as well as internal assessment.

Passing Criteria for ATKT:

1)	A Candidate who fails at Sem-I examination will be allowed to keep term for Sem-II examination.
2)	A Candidate who fails in not more than Four heads of passing including aggregate of First Year (Sem-I&II) exam will be permitted to keep term in the second year.
3)	A Candidate who fails at Sem-III examination will be allowed to keep terms for Sem-IV examination.
4)	A Candidate who fails in not more than Four heads of passing including aggregate of Second Year (Sem-III&IV) exam will be permitted to keep term in the Third year. However while going to third year i.e. Vth Semester a candidate should clear all subjects of first year (i.e.Sem-I&II taken together)
5)	A Candidate who fails at Sem-V examination will be allowed to keep term for Sem-VI examination

8. Conversion of Marks into Grades:

A table for the conversion of the obtained by students in each paper (out of 100) to grade and grade points is given below:

Sr. No.	Range of Marks	Grade	Grade Points
1	80 – 100	O	10
2	70 –79	A +	9
3	60 – 69	A	8
4	55 – 59	B +	7
5	50 – 54	B	6
6	45 – 49	C +	5
7	40 – 44	C	4
8	<=39	FC	0 failed in Semester Exam
9	<=39	FR	0 failed in Internal Assessment

Calculation of Grade Point Average (GPA):

1. Grade Point Average at the end of a semester (SGPA)

$$SGPA = \frac{(G1 \times C1) + (G2 \times C2) + \ldots\ldots\ldots}{\sum C_i}$$ (i.e. the total number of credits offered by the student during a semester)

2. Cumulative Grade Point Average (CGPA)

$$CGPA = \frac{(G1 \times C1) + (G2 \times C2) + \ldots\ldots\ldots}{\sum C_i}$$ (i.e. the total number of credits offered by the student upto and including the semester for which CGPA is calculated)

3. Final Grade Point Average (FGPA) will be calculated in the similar manner for the total number of credits offered for completion of the said course.

Where C_i: Credits allocated for the ith course

G_i: Grade pont scored in i^{th} paper (subject)

9. Conversion of average grade points into grades:

The student's performance of course will be evaluated by assigning a letter grade on ten points scale as given below:

SGPA/CGPA/FGPA	Letter Grade
9.5 – 10	O
8.5 – 9.4	A +
7.5 – 8.4	A
6.5 – 7.4	B +
5.5 – 6.4	B
4.5 – 5.4	C +
4.0 – 4.4	C
< =3.9	FC
	FR