

# BBA



## MADHEPURA COLLEGE MADHEPURA

(B. N. MANDAL UNIVERSITY, MADHEPURA)

**Prospectus**



**SUCCESS**



THE  
RECORDS



## From the Principal cum Director's desk

### Message

Welcome to the - BBA/BCA/BIO-TECH Programme..The govt. of India desires to attract 15-20 young people out of 100 young people to higher education by the end of the 11th plan.At present only 10 out of 100 are in higher education.Though this may appear to be a modest target in terms of percentage in reality, a very large no. of youngsters should find access to higher education....



Let us hope for the best..In this regard one has to focus our attention on the large no. of students in higher education who are studying in general college.They belong to arts ,,science and commerce stream as well as business studies....

In the bulk,,students in the age of 18-25 wants to pursue higher education,we realise that this is not at all possible,because we have neither the infrastructure,nor adequate human resources nor we are prepared for it...

It is expected that our yongsters will take advantage of "THE EDUCATION FOR ALL"..

Through this programme in order to support govt. of India to achieve its objective of increasing the enrollment of students in higher education with access to all'specially those who have had no access to higher education due to various reason..

Hence,the attempt to revolutionize higher education in the country is most welcome...

**DR. ASHOK KUMAR**  
PRINCIPAL CUM DIRECTOR  
VOCATIONAL EDUCATION

# BBA

## Draft Ordinance for Admission and Regulation of Examination to Bachelor of Business Administration (B.B.A)

3 Years Degree Programme (Honours) Regular Education Mode (Self-financing Scheme)  
Under B. N. Mandal University Madhepura

### 1. Admission and Selection Procedures

The university shall hold Entrance Test for selection of the candidates. The Test shall be conducted in accordance with certain Procedures that will match an all India specifications.

- a) Application forms for Entrance Test shall be obtained from the office counter by depositing Rs. 300/- only through Demand Draft or may be obtained by sending a self-stamped and self-addressed registered envelope along with DD or Rs. 300/-
- b) Application received shall be processed according to the requisite qualification and conditions.
- c) Selected candidates will be called for interview. Final selection for admission shall be made strictly on the basis of Entrance Test and interview.
- d) The university reserves the right to take any decision in all matters of admission.

e) Provisional composition of Test	B.B.A.
1. General Knowledge	- 20 marks
2. General English	- 20 marks
3. Arithmetic	- 20 marks
4. Statistics	- 20 marks
5. Interview	- 20 marks
	100 marks

### 2. Reservation

Reservation of seats for admission shall be in accordance with the State Govt. rules and B. N. Mandal University rules. In no case, the percentage of reservation fixed by the State Govt. will exceed.

### 3. Eligibility for Admissions

- a) Passed the 10 + 2 or its equivalent in Art/Science & Commerce or any examination recognized by the Academic Council as equivalent there to, with securing at least 45% marks in the aggregate.
- b) No student shall be admitted who, in the opinion of the Vice-Chancellor, B. N. Mandal University, Madhepura should be admitted in the best interest of the University.
- c) No application shall be admitted, who has not applied for the admission within notified time or who, on being selected for admission, does not get himself/herself admitted within specified time, except where the delay has been condoned by the Vice-Chancellor.

### 4. Intakes

60 (Sixty) in one section may be modified by the Central Advisory Committee for Vocational Education of B. N. Mandal University / Admission committee.

### 5. Fee Structures

Semester wise fees to be paid by the candidate shall be as follows. The course will run on self finance basis. Fees may be revised by the University, if necessary.

Course Fee	1st Year		2nd Year		3rd Year	
	General	NRI	General	NRI	General	NRI
Academic Fee	1200	2400	1200	2400	1200	2400
Library	1000	2000	1000	2000	1000	2000
Development Fee	6000	12000	6000	12000	6000	12000
Extra-Curricular Activities	300	600	300	600	300	600
Admission Fee	500	500	---	---	---	---
Project Fee	---	---	1000	1000	1000	1000
<b>Total</b>	<b>9000</b>	<b>17500</b>	<b>9500</b>	<b>18000</b>	<b>9500</b>	<b>18000</b>

6. SC / ST candidates will be allowed 20% concession in academic fee. Besides the above noted fees and charges, each candidate appearing in the University examination will be required to pay the prescribed examination fee of Rs. 500/- to the University. To start with 20% of the amount received from the students as Academic Fee shall be transferred to the corpus fund of the B. N. Mandal University for the development of Department of Business Administration. This proportion of the fee may be revised, if the University desires to do so in changing circumstances.

## 7. Medium of Instruction

English

8. Students shall have to maintain the prescribed Dress Code.

## B. Examination Regulation

### 1. Course Durations

The Bachelor of Business Administration (BBA) Honours course shall cover a period of three academic years. The duration of the session is from June to May.

### 2. Structure of the Courses

A Candidate for the BBA examination shall be required to offer and be examined for 16 papers according to the following structure; as follows :

- 1st Year :**
1. Principles of Management
  2. Organisational Behaviour
  3. Managerial Economics
  4. Business Mathematics & Statistics.
- Subsidiary Paper I - Business Organisation  
Subsidiary Paper II - Financial Accounting

- 2nd Year :**
5. Communication & Management Information System.
  6. Cost and Management Accounting
  7. Business Law
  8. Computer Application in Business
- Subsidiary Paper I - Business Environment  
Subsidiary Paper II - Entrepreneurship Development Prog.

After the 2nd year annual examination, each student undergo a practical training of 8 weeks duration in an approved Business / Industrial / Service organization and submit at least two copies of the summer training report to the Head of the Department at least 15 days before the date of commencement of the final year examinations. This summer training report shall carry 100 marks and it shall be evaluated for 60 marks by two external examiners to be appointed by the University and 40 marks shall be awarded on the basis of their internal assessment.

- 3rd Year :**
9. Financial Management
  10. Personal Management
  11. Project Report (on the job training)

### 3. Examinations

- a) The university will hold examination at the end of the first, the second and the third years of course conducted by the university to be known respectively as BBA Hons. Part I, Part II and Part III Examination.
- b) There shall be a written examination for each of the theory paper of three hours duration. The medium for the written examination shall be English.



Design & Print By : Print Mart India Pvt. Ltd. # 0612-3261500, 2522258