

Academic Regulations-M.B.A. 2014-2015



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
ACADEMIC REGULATIONS FOR THE AWARD OF FULL TIME
M.B.A. DEGREE
(WITH EFFECT FROM THE ACADEMIC YEAR 2014-2015)

The Jawaharlal Nehru Technological University Anantapur shall confer M.B.A Post Graduate degree to candidates who are admitted to the Master of Business Administration Programs and fulfill all the requirements for the award of the degree.

1.0 ELIGIBILITY FOR ADMISSIONS:

Admission to the above programme shall be made subject to the eligibility, qualifications and specialization prescribed by the University for each programme, from time to time.

- 1.1. Admissions shall be made either on the basis of merit rank obtained by the qualified candidates at an Entrance Test conducted by the University or on the basis of ICET score, subject to reservations prescribed by the University or Government policies from time to time.

2.0 COURSE WORK:

- 2.1 A Candidate after securing admission must pursue the M.B.A course of study for Four Semesters duration.
- 2.2 Each semester shall be of 20 weeks duration including all examinations.
- 2.3 A candidate admitted to a programme should complete it within a period equal to twice the prescribed duration of the programme from the date of admission.

3.0 ATTENDANCE

- 3.1 A candidate shall be deemed to have eligibility to write end semester examinations if he has put in at least 75% of attendance on cumulative basis of all subjects/courses in the semester and 50% of minimum attendance should be maintained in each subject.
- 3.2 Condonation of shortage of attendance up to 10% i.e., from 65% and above and less than 75% may be given by the college on the recommendation of the Principal.
- 3.3 Condonation of shortage of attendance shall be granted only on genuine and valid reasons on representation by the candidate with supporting evidence.
- 3.4 If the candidate does not satisfy the attendance requirement, he is detained for want of attendance and shall reregister for that semester. He / she shall not be promoted to the next semester.



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4.0 EVALUATION:

The performance of the candidate in each semester shall be evaluated subject wise, with a maximum of 100 marks for Theory and 100 marks for practicals, on the basis of Internal Evaluation and End Semester Examination.

- 4.1 For the theory subjects 60% of the marks will be for the External End Examination and 40% of the marks will be for Internal Evaluation.
- 4.2 There shall be five units in each of the theory subjects.
- 4.3 Two midterm Examinations shall be held during the semester. First midterm examination shall be conducted for I,II & half of III unit syllabus and second midterm examination shall be conducted for the remaining syllabus. In each mid examination a student shall answer all three questions in 2 hours of time without seeking any choice. Final internal marks for a total of 40 marks shall be arrived at by considering the marks secured by the students in both mid examinations with 80% weightage to the better mid exam and 20% to the other.
- 4.4 The Following pattern shall be followed to the end examination
 - a. Five questions shall be set from each of the five units with either/or type for 10 Marks each and 6th question shall be the case study for 10 marks.
 - b. All the questions have to be answered compulsorily.
 - c. Each question may consist of one, two or more bits.
- 4.5 For practical subjects, 60 marks shall be for the End Semester Examinations and 40 marks will be for internal evaluation based on the day to day performance.
- 4.6 For Seminar there will be an internal evaluation of 50 marks. A candidate has to secure a minimum of 50% to be declared successful. The assessment will be made by a board consisting of HOD and two internal experts at the end of the semester instruction.
- 4.7 Out of a total of 200 marks for the project work, 80 marks shall be for Internal Evaluation and 120 marks for the End Semester Examination. The End Semester Examination (viva-voce) shall be conducted by an External examiner nominated by the university, HOD & Supervisor as a committee. The evaluation of project work shall be conducted at the end of the IV semester. The Internal Evaluation shall be made by the departmental committee, on the basis of two seminars given by each student on the topic of his project.
- 4.8 A candidate shall be deemed to have secured the minimum academic requirement in a subject if he secures a minimum of 40% of marks in the End Examination and a minimum aggregate of 50% of the total marks in the End Semester Examination and Internal Evaluation taken together.
- 4.9 In case the candidate does not secure the minimum academic requirement in any subject(as specified in 4.8) he has to reappear for the Semester Examination either supplementary or regular in that subject, or repeat the course when next offered or do any other specified subject as may be required.

5.0 RE-REGISTRATION FOR IMPROVEMENT OF INTERNAL EVALUATION MARKS:

Following are the conditions to avail the benefit of improvement of internal evaluation marks.

- 5.1 The candidate should have completed the course work for all four semesters pending Project work submission.



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- 5.2 He should have passed all the subjects for which the Internal evaluation marks secured are more than 50%.
- 5.3 Out of the subjects the candidate has failed in the examinations due to Internal evaluation marks secured being less than 50%, the candidate shall be given one chance for each Theory subject and for a maximum of **three** Theory subjects for Improvement of Internal evaluation marks.
- 5.4 The candidate has to re-register for the chosen subjects and fulfill the academic requirements.
- 5.5 For each subject, the candidate has to pay a fee equivalent to one third of the semester tuition fee and the amount is to be remitted in the form of D.D in favour of 'the Registrar, JNTUA' payable at Anantapur along with the requisition through the Principal of the respective college.
- 5.6 In the event of availing the Improvement of Internal evaluation marks, the internal evaluation marks as well as the End Examinations marks secured in the previous attempt(s) for the reregistered subjects stand cancelled.

6.0 CONDUCT OF PROJECT WORK:

Every candidate shall be required to submit thesis or dissertation after taking up a topic approved by the college/ institute.

- 6.1 Registration of Project work: A candidate is permitted to register for the project work after satisfying the attendance requirement of all the courses (theory and practical courses of I, II and III Sem)
- 6.2 An Internal Departmental Committee (I.D.C) consisting of HOD, Supervisor and one internal senior expert shall monitor the progress of the project work.
- 6.3 The work on the project shall be initiated in the penultimate semester and continued in the final semester. The candidate can submit Project thesis with the approval of I.D.C. at the end of the IV semester Instruction as per the schedule. Extension of time within the total permissible limit for completing the programme is to be obtained from the Head of the Institution.
- 6.4 The student must submit status report at least in two different phases during the project work period. These reports must be approved by the I.D.C before submission of the Project Report.
- 6.5 The viva-voce examination may be conducted for all the candidates as per the IV semester examination schedule.
- 6.6 Three copies of the Thesis / Dissertation certified in the prescribed form by the supervisor & HOD shall be presented to the H.O.D. One copy is to be forwarded to the University and one copy to be sent to the examiner.
- 6.7 The college shall submit a panel of three experts for a maximum of every 5 students. However, the viva voce examiners will be nominated by the University.

7.0 AWARD OF DEGREE AND CLASS:

A candidate shall be eligible for the award of the respective degree if he satisfies the minimum academic requirements in every subject including case studies, seminar and project work. Based on overall percentage of marks obtained the following class is awarded.



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First class with Distinction:	70% or more
First class	below 70% but not less than 60%
Second class	below 60% but not less than 50%

(The marks in internal evaluation and end examination shall be shown separately in the marks memorandum)

However while awarding the degree, rounding of percentages permitted to the extent of 0.5% to effect change of class from Pass class to Second class, Second class to First class, First class to First class with Distinction for all the courses being offered or to be offered by the university without adding any marks to the original marks secured by the students.

8.0 WITH – HOLDING OF RESULTS:

If the candidate has not paid dues to the university or if any case of in-discipline is pending against him, the result of the candidate shall be withheld and he will not be allowed/promoted into the next higher semester. The issue of degree is liable to be withheld in such cases.

9.0 TRANSITORY REGULATIONS:

Candidates who have discontinued or have been detained for want of attendance or who have failed after having undergone the course in earlier regulations and wish to continue the course, are eligible for admission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered, subject to 4.9 and 2.3 sections.

10.0 GENERAL:

- The academic regulations should be read as a whole for purpose of any interpretation.
- Disciplinary action for Malpractice/improper conduct in examinations is appended.
- There shall be no places transfer within the constituent colleges and affiliated colleges of Jawaharlal Nehru Technological University Anantapur.
- Where the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".
- In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- The University may change or amend the academic regulations or syllabi at any time and the changes or amendments shall be made applicable to all the students on rolls with effect from the dates notified by the University.



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RULES FOR DISCIPLINARY ACTION FOR MALPRACTICE / IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper conduct	Punishment
	<i>If the candidate</i>	
1.	(a) Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
	(b) Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out	Expulsion from the examination hall and cancellation of performance in that subject and



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	the question paper during the examination or answer book or additional sheet, during or after the examination.	all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
6.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
7.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the impostor is an outsider, he will be handed over



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		to the police and a case is registered against him.
8.	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and



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		project work of that semester/year examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the University for further action to award suitable punishment.	

Malpractices identified by squad or special invigilators

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions : (if the squad reports that the college is also involved in encouraging malpractices)
 - (i) A show cause notice shall be issued to the college.
 - (ii) Impose a suitable fine on the college.
 - (iii) Shifting the examination centre from the college to another college for a specific period of not less than one year.



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Draft syllabus

2014-15

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR

Course Structure and Detailed Syllabi (2014-15 onwards)

Master of Business Administration

MBA Semester – I

S. No	Course code	Subject	Th	Lab/Study	Credits
1.	14E00101	Management & Organizational Behaviour	4	-	4
2.	14E00102	Business Environment	4	-	4
3.	14E00103	Marketing Management	4	-	4
4.	14E00104	Financial Accounting for Managers	4	-	4
5.	14E00105	Business Statistics	4	-	4
6.	14E00106	Business Communication	2	-	2
7.	14E00107	Information Technology for Managers	2	-	2
8.	14E00108	Business Communication Lab	-	3	2
9.	14E00109	Information Technology for Managers Lab	-	3	2
		Contact Periods/Week	24	6	
		Total		30	28

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Academic Regulations for M.B.A. 2017-2018



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ACADEMIC REGULATIONS FOR THE AWARD OF FULL TIME M.B.A. DEGREE (WITH EFFECT FROM THE ACADEMIC YEAR 2017-2018)

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1.0 ELIGIBILITY FOR ADMISSIONS:

Admission to the above programme shall be made subject to the eligibility, qualifications and specialization prescribed by the University for each programme, from time to time.

- 1.1. Admissions shall be made either on the basis of merit rank obtained by the qualified candidates at an Entrance Test conducted by the University or on the basis of ICET score, subject to reservations prescribed by the University or Government policies from time to time.

2.0 COURSE WORK:

- 2.1 A Candidate after securing admission must pursue the M.B.A course of study for Four Semesters duration.
- 2.2 Each semester shall be of 20 weeks duration including all examinations.
- 2.3 A candidate admitted to a programme should complete it within a period equal to twice the prescribed duration of the programme from the date of admission.

3.0 ATTENDANCE

- 3.1 A candidate shall be deemed to have eligibility to write end semester examinations if he has put in at least 75% of attendance on cumulative basis of all subjects/courses in the semester and 50% of minimum attendance should be maintained in each subject.
- 3.2 Condonation of shortage of attendance up to 10% i.e., from 65% and above and less than 75% may be given by the college on the recommendation of the Principal.
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- 3.4 If the candidate does not satisfy the attendance requirement, he is detained for want of attendance and shall reregister for that semester. He/she shall not be promoted to the next semester.

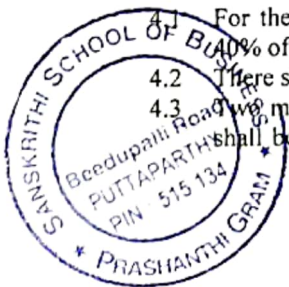
4.0 EVALUATION:

The performance of the candidate in each semester shall be evaluated subject wise, with a maximum of 100 marks for Theory and 100 marks for Practicals, on the basis of Internal Evaluation and End Semester Examination.

- 4.1 For the theory subjects 60% of the marks will be for the External End Examination and 40% of the marks will be for Internal Evaluation.

- 4.2 There shall be five units in each of the theory subjects.

- 4.3 Midterm Examinations shall be held during the semester. First midterm examination shall be conducted for I, II and half of III unit syllabus and second midterm examination



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shall be conducted for the remaining syllabus. In each mid examination a student shall answer all three questions in 2 hours of time without seeking any choice. Final internal marks for a total of 40 marks shall be arrived at by considering the marks secured by the students in both mid examinations with 80% weightage to the better mid exam and 20% to the other.

- 4.4 The Following pattern shall be followed to the end examination
 - a. Five questions shall be set from each of the five units with either/or type for 10 Marks each and 6th question shall be the case study for 10 marks.
 - b. All the questions have to be answered compulsorily.
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- 4.7 Out of a total of 200 marks for the project work, 80 marks shall be for Internal Evaluation and 120 marks for the End Semester Examination. The End Semester Examination (viva-voce) shall be conducted by an External examiner nominated by the university, HOD & Supervisor as a committee. The evaluation of project work shall be conducted at the end of the IV semester.
- 4.8 A candidate shall be deemed to have secured the minimum academic requirement in a subject if he secures a minimum of 40% of marks in the End Examination and a minimum aggregate of 50% of the total marks in the End Semester Examination and Internal Evaluation taken together.
- 4.9 In case the candidate does not secure the minimum academic requirement in any subject(as specified in 4.8) he has to reappear for the Semester Examination either supplementary or regular in that subject, or repeat the course when next offered or do any other specified subject as may be required.

5.0 RE-REGISTRATION FOR IMPROVEMENT OF INTERNAL EVALUATION MARKS:

Following are the conditions to avail the benefit of improvement of internal evaluation marks.

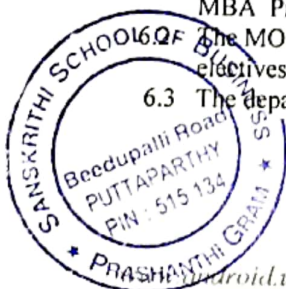
- 5.1 The candidate should have completed the course work for all four semesters pending Project work submission.
- 5.2 He should have passed all the subjects for which the Internal evaluation marks secured are more than 50%.
- 5.3 Out of the subjects the candidate has failed in the examinations due to Internal evaluation marks secured being less than 50%, the candidate shall be given one chance for each Theory subject and for a maximum of three Theory subjects for Improvement of Internal evaluation marks.
- 5.4 The candidate has to re-register for the chosen subjects and fulfill the academic requirements.
- 5.5 For each subject, the candidate has to pay a fee equivalent to one third of the semester tuition fee and the amount is to be remitted in the form of D.D in favour of 'the Registrar, JNTUA' payable at Anantapur along with the requisition through the Principal of the respective college.
- 5.6 In the event of availing the Improvement of Internal evaluation marks, the internal evaluation marks as well as the End Examinations marks secured in the previous attempt(s) for the reregistered subjects stand cancelled.

6.0 MOOCS

- 6.1 Institution intends to encourage the students to do at least one MOOC in III semester of MBA Programme.

The MOOC(s) shall be offered for the existing course titles (discipline core or concern electives).

- 6.3 The department shall give a list of standard MOOCs providers among edx, Udacity,



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- Coursera, NPTEL or any other standard providers, whose credentials are endorsed by the Concerned Principal / HOD.
- 6.4 The department shall appoint Coordinators / Mentors and allot the students to them who shall be responsible to guide students in selecting online courses and provide guidance for the registration, progress and completion of the same.
- 6.5 A student shall choose an online course (relevant to his/her programme of study) from the given list of MOOCS providers, as endorsed by the teacher concerned, with the approval of the HOD.
- 6.6 If the student fails in completing the course with in the III semester, he must complete the course in the IV semester with the special permission from the Principal / HOD of the college.
- 6.7 No Credits for MOOC(s) shall be awarded to the students.

7.0 CONDUCT OF PROJECT WORK:

- Every candidate shall be required to submit thesis or dissertation after taking up a topic approved by the college/ institute.
- 7.1 Registration of Project work: A candidate is permitted to register for the project work after satisfying the attendance requirement of all the courses (theory and practical courses of I, II and III Sem)
- 7.2 An Internal Departmental Committee (I.D.C) consisting of HOD, Supervisor and one internal senior expert shall monitor the progress of the project work.
- 7.3 The work on the project shall be initiated immediately after II semester and continued in the final semester. The candidate can submit Project thesis with the approval of I.D.C. at the end of the IV semester Instruction as per the schedule. Extension of time within the total permissible limit for completing the programme is to be obtained from the Head of the Institution.
- 7.4 The student must submit status report at least in two different phases during the project work period. These reports must be approved by the I.D.C before submission of the Project Report.
- 7.5 The viva-voce examination may be conducted for all the candidates as per the IV semester examination schedule.
- 7.6 Three copies of the Thesis / Dissertation certified in the prescribed form by the supervisor & HOD shall be presented to the H.O.D. One copy is to be forwarded to the University and one copy to be sent to the examiner.
- 7.7 The college shall submit a panel of three experts for a maximum of every 5 students. However, the viva voce examiners will be nominated by the University.

8.0 GRADING

After each subject is evaluated for 100 marks, the marks obtained in each subject will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.

Letter Grade	Marks Range	Grade Point
S	91-100	10
A	81-90	9
B	70-80	8
C	60-69	7
D	55-59	6
E	50-54	5
F	<50	0
Absent	Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear for that subject when the next supplementary examination offered.



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Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA = \sum_{i=1}^n (C_i \times G_i) / \sum_{i=1}^n C_i$$

Where, C_i is the number of credits of the i^{th} subject, G_i is the grade point scored by the student in the i^{th} course and n is the no. of subjects.

The Cumulative Grade Point Average (CGPA) will be computed in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e.

$$CGPA = \sum_{i=1}^n (C_i \times S_i) / \sum_{i=1}^n C_i$$

Where ' S_i ' is the SGPA of the i^{th} semester, C_i is the total number of credits in that semester and n is the no. of semesters.

Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

While computing the SGPA the subjects in which the student is awarded Zero grade points will also be included.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters as mentioned in the above table.

9.0 AWARD OF DEGREE AND CLASS:

A candidate shall be eligible for the award of respective degree if he/she satisfies the minimum academic requirements in every subject and secures 'satisfactory' or higher grade report on his/her thesis/dissertation and viva-voce. Based on overall percentage of marks obtained, the following class is awarded.

Class Awarded	CGPA Secured
First class with Distinction	≥ 8
First class	≥ 7 and < 8
Second class	≥ 5 and < 7

10.0 WITH - HOLDING OF RESULTS:

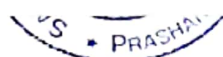
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11.0 TRANSITORY REGULATIONS:

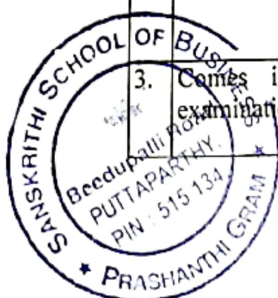
Candidates who have discontinued or have been detained for want of attendance or who have failed after having undergone the course in earlier regulations and wish to continue the course, are eligible for admission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered, subject to 4.9 and 2.3 sections.

12.0 GENERAL:

- The academic regulations should be read as a whole for purpose of any interpretation.
- Disciplinary action for Malpractice/improper conduct in examinations is appended.
- There shall be no places transfer within the constituent colleges and affiliated colleges of Jawaharlal Nehru Technological University Anantapur.
- Where the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".
- In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- The University may change or amend the academic regulations or syllabi at any time and the changes or amendments shall be made applicable to all the students on rolls with effect from the dates notified by the University.

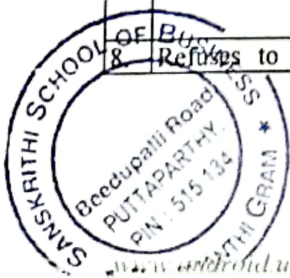
RULES FOR DISCIPLINARY ACTION FOR MALPRACTICE / IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper conduct	Punishment
	<i>If the candidate</i>	
1.	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(a)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already



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		appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
6.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
7.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the impostor is an outsider, he will be handed over to the police and a case is registered against him.
8.	Refuses to obey the orders of the Chief	In case of students of the college, they shall be

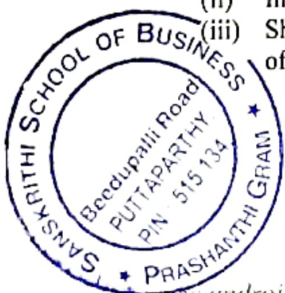


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	Superintendent/Assistant – Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in-charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the University for further action to award suitable punishment.	

Malpractices identified by squad or special invigilators

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions : (if the squad reports that the college is also involved in encouraging malpractices)
 - (i) A show cause notice shall be issued to the college.
 - (ii) Impose a suitable fine on the college.
 - (iii) Shifting the examination centre from the college to another college for a specific period of not less than one year.



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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR

Course Structure and Detailed Syllabi (2017-18 onwards)

Master of Business Administration

MBA Semester – I

S. No	Course code	Subject	L	T	P	C
1.	17E00101	Management & Organizational Behaviour	4	-	-	4
2.	17E00102	Business Environment & Law	4	-	-	4
3.	17E00103	Managerial Economics	4	-	-	4
4.	17E00104	Financial Accounting for Managers	4	-	-	4
5.	17E00105	Statistics for Managers	4	-	-	4
6.	17E00106	Management Information Systems	2	-	-	2
7.	17E00107	Information Technology for Managers	2	-	-	2
8.	17E00108	Communication Lab	-	-	3	2
9.	17E00109	Data Analytics Lab	-	-	3	2
		Total	24	-	6	28

MBA Semester – II

S. No	Course code	Subject	L	T	P	Credits
1.	17E00201	Human Resource Management	4		-	4
2.	17E00202	Marketing Management	4		-	4
3.	17E00203	Business Research Methods	4		-	4
4.	17E00204	Financial Management	4		-	4
5.	17E00205	Operations Research	4		-	4
6.	17E00206	Operations Management	4		-	4
7.	17E00207	Business Communication	2		-	2
8.	17E00208	Business Analytics Lab	-		3	2
9.	17E00209	Business Communication Lab	-		3	2
		Total	26		6	30

***Note: The student shall initiate project work immediately after II semester and evaluation shall take place in IV semester**

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MBA Semester – III

S. No	Course code	Subject	L	T	P	C
1.	17E00301	Business Ethics & Corporate Governance	4	-	-	4
2.	17E00302	Green Business Management	4	-	-	4
3.	17E00303	Entrepreneurship Development	4	-	-	4
4.	17E00304 17E00305 17E00306 17E00307	Elective I Cost and Management Accounting Product and Brand Management Human Resource Development Mobile Commerce	4	-	-	4
5.	17E00308 17E00309 17E00310 17E00311	Elective II Financial Institutions and Services Consumer Behavior Labor laws and Legislation Supply Chain Management	4	-	-	4
6.	17E00312 17E00313 17E00314 17E00315	Elective III Investment and Portfolio Management Rural Marketing Performance Management Enterprise Resource Planning	4	-	-	4
7.	17E00316 17E00317 17E00318 17E00319	Elective IV Auditing and Taxation Advertising and Sales Promotion Management Knowledge Management Data warehousing and Mining	4	-	-	4
8.	17E00320	Business Simulation Lab	-	-	3	2
9.	17E00321	MOOCS	-	-	-	-
		Total	28	-	3	30



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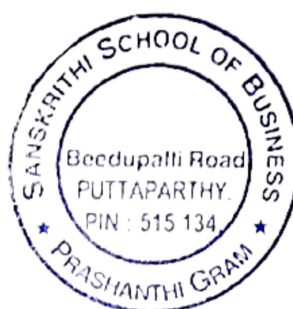
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MBA Semester – IV

S. No	Course code	Subject	L	T	P	C
1.	17E00401	Strategic Management	4	-	-	4
2.	17E00402	E-Business	4	-	-	4
3.	17E00403	Elective V Financial Derivatives	4	-	-	4
	17E00404	Services Marketing				
	17E00405	Organization Development				
	17E00406	Data Communication and Network Analysis				
4.	17E00407	Elective VI International Financial Management	4	-	-	4
	17E00408	International Marketing				
	17E00409	Global Human Resource Management				
	17E00410	Corporate Information Management				
5.	17E00411	Seminar (Contemporary Issues on Business)	-	-	3	2
6.	17E00412	Project Work	-	-	12	10
		Total	16	-	15	28

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JNTUA MBA R21 Regulations

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR

Draft Academic Regulations of MBA (Full Time) Programme

(Effective for the students admitted into 1 year from the Academic Year 2021-22 and onwards)

Jawaharlal Nehru Technological University Anantapur (JNTUA) offers **Two Years (Four Semesters)** full-time Master of Business Administration Post Graduate Degree programme, under Choice Based Credit System (CBCS) at its non-autonomous affiliated colleges and School of Management Studies, JNTUA.

The Jawaharlal Nehru Technological University Anantapur shall confer MBA degree on candidates who are admitted to the programme and fulfill all the requirements for the award of the degree.

1. Award of the MBA Degree

A student will be declared eligible for the award of the MBA degree if he/she fulfils the following:

- 1.1 Pursues a course of study for not less than two academic years and not more than four academic years.
- 1.2 Registers for 102 credits and secures all 102 credits.

2. Students, who fail to fulfil all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit their seat in MBA programme and their admission stands cancelled.

3. Programme of Study:

The following MBA specializations are offered at non-autonomous affiliated colleges and School of Management Studies, JNTUA.

S.No.	Discipline	Name of the Specialization	Code
1	Master of Business Administration	MBA	00
2		MBA (General Management)	
3		MBA (Business Management)	
4		MBA (Finance)	01
5		MBA (Fintech)	03
6		MBA- (Business Data Analytics)	04
7		MBA- (Big Data Analytics)	05
8		MBA- (Banking & Financial Services)	06
9		MBA- (Health Care & Hospital Management)	07

and any other specializations as approved by AICTE/University from time to time.



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4. Eligibility for Admissions:

- 4.1 Admission to the MBA programme shall be made subject to the eligibility, qualifications and specialization prescribed by the A.P. State Government/University for each programme, from time to time.
- 4.2 Admissions shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination / the merit rank obtained by the qualified student in an entrance test conducted by A.P. State Government (APICET) for MBA programmes/an entrance test conducted by University / on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.

5. Programme related terms:

- 5.1 **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (Lecture/Tutorial) or two hours of practical work/field work per week.

Credit definition:

1 Hr. Lecture (L) per week	1 credit
1 Hr. Tutorial (T) per week	1 credit
1 Hr. Practical (P) per week	0.5 credit

- 5.2 **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.
- 5.3 **Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses.

6. Programme Pattern:

- 6.1 Total duration of the of MBA programme is two academic years
- 6.2 Each academic year of study is divided into two semesters.
- 6.3 Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.
- 6.4 The student shall not take more than four academic years to fulfill all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.
- 6.5 The medium of instruction of the programme (including examinations and project reports) will be in English only.
- 6.6 All subjects/courses offered for the MBA programme are broadly classified as follows:

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S.No.	Broad Course Classification	Course Category	Description
1.	Core Courses	Foundational & Core Courses (CC)	Includes subjects related to the parent discipline
2.	Elective Courses	Specialization Elective (SE)	Includes elective subjects related to the parent discipline
		General Elective (GE)	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline which are of importance in the context of special skill development
3.	Skill Oriented Courses	Skill Courses (SC)	Courses that focus on imparting skills to students to make them employable
4.	Project	Experiential Learning project	multifaceted assignment that serves as a group academic and intellectual experience
		Project work	Major Project

- 6.7 The college shall take measures to implement Virtual Labs (<https://www.vlab.co.in>) which provide remote access to labs in various specializations of management and will help student in learning basic and advanced concept through remote experimentation. Student shall be made to work on virtual lab experiments during the regular labs.
- 6.8 A faculty advisor/mentor shall be assigned to each specialization to advise students on the programme, its Course Structure and Curriculum, Choice of Courses, based on his/her competence, progress, pre-requisites and interest.
- 6.9 Preferably 25% course work for the theory courses in every semester shall be conducted in the blended mode of learning.

7. Attendance Requirements:

- 7.1 A student shall be eligible to appear for the University external examinations if he/she acquires i) a minimum of 50% attendance in each course and ii) 75% of attendance in aggregate of all the courses.
- 7.2 Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester may be granted by the College Academic Committee.
- 7.3 Condonation of shortage of attendance shall be granted only on genuine and valid reasons on representation by the candidate with supporting evidence
- 7.4 Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examination of that class.
- 7.5 A stipulated fee shall be payable towards condonation of shortage of attendance.
- 7.6 A student will not be promoted to the next semester unless he satisfies the attendance requirements of the present semester. They may seek re-admission into that semester when offered next.

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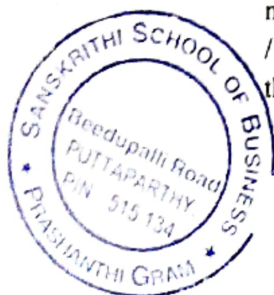


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8. Evaluation – Distribution and Weightage of Marks:

The performance of a student in each semester shall be evaluated subject - wise (irrespective of credits assigned), for a maximum of 100 marks for theory and 100 marks for practical, on the basis of Internal Evaluation and End Semester Examination.

- 8.1 There shall be five units in each of the theory subjects. For the theory subjects 60% of the marks will be for the End Examination and 40% of the marks will be for Internal Evaluation.
- 8.2 Two Internal Examinations shall be conducted for 30 marks each, one in the middle of the Semester and the other immediately after the completion of instruction. First mid examination shall be conducted for I & II units of the syllabus and second mid examination for III, IV & V units. Each mid exam shall be conducted for a total duration of 120 minutes with 3 questions (without choice) each question for 10 marks. Final Internal marks for a total of 30 marks shall be arrived at by considering the marks secured by the student in both the internal examinations with 80% weightage to the better internal exam and 20% to the other. There shall be an online examination (TWO) conducted during the respective mid examinations by the college for the remaining 10 marks with 20 objective questions.
- 8.3 The following pattern shall be followed in the End Examination:
- Five questions shall be set from each of the five units with either/or type for 12 marks each.
 - All the questions have to be answered compulsorily.
 - Each question may consist of one, two or more bits.
- 8.4 For practical subjects, 60 marks shall be for the End Semester Examinations and 40 marks will be for internal evaluation based on the day-to-day performance. The internal evaluation based on the day-to-day work-10 marks, record- 10 marks and the remaining 20 marks to be awarded by conducting an internal laboratory test. The end examination shall be conducted by the examiners, with a breakup mark of Procedure-10, Experimentation-25, Results-10, Viva- voce-15.
- 8.5 The following pattern shall be followed in the End Examination:
- Five questions shall be set from each of the five units with either/or type for 12 marks each.
 - All the questions have to be answered compulsorily.
 - Each question may consist of one, two or more bits.
- 8.6 **Skill oriented Courses:** The course shall carry 100 marks and shall be evaluated through continuous assessments during the semester for 40 sessional marks and end examination shall be for 60 marks. Day-to-day work in the class / laboratory shall be evaluated for 40 marks by the concerned teacher based on the regularity/assignments/viva/mid semester test. The end examination similar



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to practical examination pattern shall be conducted by the concerned teacher and an expert in the subject nominated by the principal.

The student shall be given an option to choose either the skill courses being offered by the college or to choose a certificate course being offered by industries/Professional bodies or any other accredited bodies. If a student chooses to take a Certificate Course offered by external agencies, the credits shall be awarded to the student upon producing the Course Completion Certificate from the agency. A committee shall be formed at the level of the college to evaluate the grades/marks given for a course by external agencies and convert to the equivalent marks/grades. The recommended courses offered by external agencies, conversions and appropriate grades/marks are to be approved by the University at the beginning of the semester. The principal of the respective college shall forward such proposals to the University for approval. If a student prefers to take a certificate course offered by external agency, the department shall mark attendance of the student for the remaining courses in that semester excluding the skill course in all the calculations of mandatory attendance requirements upon producing a valid certificate as approved by the University.

- 8.7 There shall be **Experiential Learning Project** for internal evaluation of 100 marks. It is a multifaceted assignment that serves as a group academic and intellectual experience for students to have learning-pathway experience. The maximum size of each group shall be four. Students may be asked to select a topic, profession, or social problem that interests them, conduct research on the subject, maintain a portfolio of findings or results, create a final product demonstrating their learning acquisition or conclusions (as a paper, short film, or multimedia presentation), and give an oral presentation before the Project Review Committee consisting of Head of the Department, supervisor/mentor and two other senior faculty members of the department. The student has to secure a minimum of 50% of marks to be declared successful.
- 8.8 A candidate shall be deemed to have secured the minimum academic requirement in a subject if he secures a minimum of 40% of marks in the End Examination and a minimum aggregate of 50% of the total marks in the End Semester Examination and Internal Evaluation taken together.
- 8.9 In case the candidate does not secure the minimum academic requirement in any of the subjects he/she has to reappear for the Semester Examination either supplementary or regular in that subject or repeat the course when next offered or do any other specified subject as may be required.
- 8.10 The laboratory records and mid semester test papers shall be preserved for a minimum of 3 years in the respective institutions as per the University norms and shall be produced to the Committees of the University as and when the same are asked for.



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9. Credit Transfer Policy

As per University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulation, 2016, the University shall allow up to 40% of the total courses being offered in a particular Programme in a semester through the Online Learning courses through SWAYAM.

- 9.1 The University shall offer credit mobility for MOOCs and give the equivalent credit weightage to the students for the credits earned through online learning courses through SWAYAM platform.
- 9.2 The online learning courses available on the SWAYAM platform will be considered for credit transfer. SWAYAM course credits are as specified in the platform
- 9.3 Student registration for the MOOCs shall be only through the institution, it will be mandatory for the student to share necessary information with the institution.
- 9.4 The institution shall select the courses to be permitted for credit transfer through SWAYAM. However, while selecting courses in the online platform institution would essentially avoid the courses offered through the curriculum in the offline mode.
- 9.5 The institution shall notify at the beginning of semester the list of the online learning courses eligible for credit transfer in the forthcoming Semester.
- 9.6 The institution shall also ensure that the student has to complete the course and produce the course completion certificate as per the academic schedule given for the regular courses in that semester
- 9.7 The institution shall designate a faculty member as a Mentor for each course to guide the students from registration till completion of the credit course.
- 9.8 The University shall ensure no overlap of SWAYAM MOOC exams with that of the University examination schedule. In case of delay in SWAYAM results, the University will re-issue the marks sheet for such students.
- 9.9 Student pursuing courses under MOOCs shall acquire the required credits only after successful completion of the course and submitting a certificate issued by the competent authority along with the percentage of marks and grades.
- 9.10 The institution shall submit the following to the examination section of the University:
 - a) List of students who have passed MOOC courses in the current semester along with the certificates of completion.
 - b) Undertaking form filled by the students for credit transfer.
- 9.11 The University shall resolve any issues that may arise in the implementation of this policy from time to time and shall review its credit transfer policy in the light of periodic changes brought by UGC, SWAYAM, NPTEL and State government.

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Note: Students shall also be permitted to register for MOOCs offered through online platforms other than SWAYAM NPTEL. In such cases, credit transfer shall be permitted only after seeking approval of the University at least three months prior to the commencement of the semester.

10. Re-registration for Improvement of Internal Evaluation Marks:

A candidate shall be given one chance to re-register for each subject provided the internal marks secured by a candidate are less than 50% and has failed in the end examination

- 10.1 The candidate should have completed the course work and obtained examinations results for **I, II and III** semesters.
- 10.2 The candidate should have passed all the subjects for which the Internal Evaluation marks secured are more than 50%.
- 10.3 Out of the subjects the candidate has failed in the examination due to Internal Evaluation marks secured being less than 50%, the candidate shall be given one chance for each Theory subject and for a maximum of **three** Theory subjects for Improvement of Internal evaluation marks.
- 10.4 The candidate has to re-register for the chosen subjects and fulfill the academic requirements.
- 10.5 For reregistration the candidates have to apply to the University through the college by paying the requisite fees and get approval from the University before the start of the semester in which re-registration is required
- 10.6 In the event of availing the Improvement of Internal evaluation marks, the internal evaluation marks as well as the End Examinations marks secured in the previous attempt(s) for the reregistered subjects stand cancelled.

11. Evaluation of Project Work:

The Project work shall be initiated at the beginning of the IV Semester and the duration of the Project work is for one semester. Evaluation of Project work is for 200 marks with 100 marks for internal evaluation and 100 marks for external evaluation.

A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the department offering the MBA programme.

- 11.1 Registration of Project Work: A candidate is permitted to register for the Project Work in III Semester after satisfying the attendance requirement in all the subjects, both theory and laboratory (in I & II semesters).
- 11.2 The Project work shall be initiated in the IV semester and the duration of the Project is of one semester.
- 11.3 A candidate is permitted to submit Project Thesis with the approval of PRC.
- 11.4 Continuous assessment of Project Work in IV semester will be monitored by the PRC.



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- 11.5 The candidate shall submit status report by giving seminars in two phases in IV semester during the project work period. These seminar reports must be approved by the PRC before submission of the Project Thesis.
- 11.6 After registration, a candidate must present in Project Work Review - I, in consultation with his/her Project Supervisor, the title, objective and plan of action of his Project work to the PRC for approval within four weeks from the commencement of IV Semester. Only after obtaining the approval of the PRC can the student initiate the project work.
- 11.7 The Project Work Review - II in IV semester carries internal marks of 100. Evaluation should be done by the PRC for 50 marks and the Supervisor will evaluate the work for the other 50 marks. The Supervisor and PRC will examine the Problem Definition, Objectives, Scope of Work, Literature Survey in the same domain and progress of the Project Work.
- 11.8 A candidate has to secure a minimum of 50% of marks to be declared successful in Project Work Review - II. The unsuccessful students in Project Work Review - II shall reappear for it after a month.
- 11.9 For the approval of PRC the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC.
- 11.10 After approval from the PRC, a soft copy of the thesis should be submitted for Anti- Plagiarism check and the plagiarism report should be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than 30%.
- 11.11 After successful plagiarism check, three copies of the Project Thesis certified by the supervisor and HOD shall be submitted to the College.
- 11.12 The Principal of the College shall submit a panel of three examiners as submitted by the supervisor concerned and Head of the Department for a maximum of 20 students. The University shall nominate external examiner for conducting Project viva voce examination.
- 11.13 The Head of the Department shall coordinate and make arrangements for the conduct of Project Viva-Voce examination.
- 11.14 The Project Viva-Voce examinations shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner nominated by the University. For Project Viva Voce examination in IV semester there are external marks of 100 and it is evaluated by the external examiner. The candidate has to secure a minimum of 50% marks in Viva-Voce examination.
- 11.15 If he fails to fulfill the requirements as specified, he will reappear for the Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree.

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**12. Grading:**

As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades and corresponding percentage of marks shall be followed:

After each course is evaluated for 100 marks, the marks obtained in each course will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.

Structure of Grading of Academic Performance

Range in which the marks in the subject fall	Grade	Grade points Assigned
≥ 90	S (Superior)	10
$\geq 80 < 90$	A (Excellent)	9
$\geq 70 < 80$	B (Very Good)	8
$\geq 60 < 70$	C (Good)	7
$\geq 50 < 60$	D (Pass)	6
< 50	F (Fail)	0
Absent	Ab (Absent)	0

A student obtaining Grade 'F' or Grade 'Ab' in a subject shall be considered failed and will be required to reappear for that subject when it is offered the next supplementary examination.

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

The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student i.e.,

$$SGPA = \sum (C_i \times G_i) / \sum C_i$$

where, C_i is the number of credits of the i^{th} subject and G_i is the grade point scored by the student in the i^{th} course.

- i) The Cumulative Grade Point Average (CGPA) will be computed in the same manner considering all the courses undergone by a student over all the semesters of a program, i.e.,

$$CGPA = \sum (C_i \times S_i) / \sum C_i$$

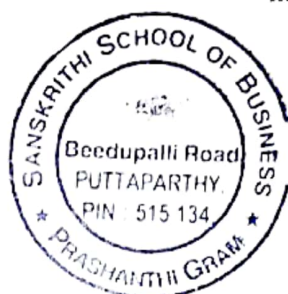
where " S_i " is the SGPA of the i^{th} semester and C_i is the total number of credits up to that semester.

- ii) Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
iii) While computing the SGPA the subjects in which the student is awarded Zero grade points will also be included.

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Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale. **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters S, A, B, C, D and F.

13. Award of Class:

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes:

Class Awarded	Percentage of Marks to be secured
First Class with Distinction	$\geq 70\%$
First Class	$< 70\% \geq 60\%$
Pass Class	$< 60\% \geq 50\%$

14. Exit Policy: The student shall be permitted to exit with a PG Diploma based on his/her request to the university through the respective institution at the end of first year subject to passing all the courses in first year.

The University shall resolve any issues that may arise in the implementation of this policy from time to time and shall review the policy in the light of periodic changes brought by UGC, AICTE and State government.

15. Withholding of Results:

If the candidate has any case of in-discipline pending against him, the result of the candidate shall be withheld, and he will not be allowed/promoted into the next higher semester. The issue of degree is liable to be withheld in such cases.

16. Transitory Regulations

Discontinued, detained, or failed candidates are eligible for readmission as and when the semester is offered after fulfilment of academic regulations. Candidates who have been detained for want of attendance or not fulfilled academic requirements or who have failed after having undergone the course in earlier regulations or have discontinued and wish to continue the course are eligible for admission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered, subject to Section 2 and they will follow the academic regulations into which they are readmitted.

17. General:

- 15.1 The academic regulations should be read as a whole for purpose of any interpretation.
- 15.2 Disciplinary action for Malpractice/improper conduct in examinations is appended.
- 15.3 There shall be no places transfer within the constituent colleges and affiliated colleges of Jawaharlal Nehru Technological University Anantapur.
- 15.4 Where the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".

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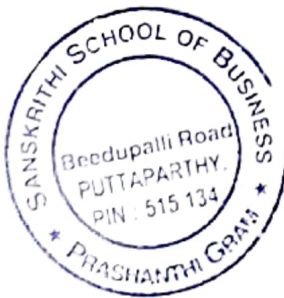
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- 15.5 In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- 15.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments shall be made applicable to all the students on rolls with effect from the dates notified by the University.



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RULES FOR

DISCIPLINARY ACTION FOR MALPRACTICES / IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper conduct	Punishment
	<i>If the candidate:</i>	
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred for four consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for four consecutive semesters from class work and all University examinations if his involvement is established. Otherwise, the candidate is debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.



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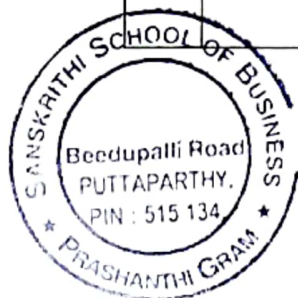
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4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject only.
6.	Refuses to obey the orders of the Chief Superintendent /Assistant - Superintendent /any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. If the candidate physically assaults the invigilator/ officer-in-charge of the Examinations, then the candidate is also debarred and forfeits his/her seat. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that

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		semester/year. The candidate is also debarred and forfeits the seat.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person (s) who do not belong to the College will be handed over to police and a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject only or in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester / year examinations. depending on the recommendation of the committee.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the University for further action to award suitable punishment.	

1. Malpractices identified by squad or special invigilators
2. Punishments to the candidates as per the above guidelines.
3. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
4. A show cause notice shall be issued to the college.
5. Impose a suitable fine on the college.
6. Shifting the examination center from the college to another college for a specific period of not less than one year.

Note:

Whenever the performance of a student is cancelled in any subject/subjects due to Malpractice, he has to register for End Examinations in that subject/subjects consequently and has to fulfil all the norms required for the award of Degree.



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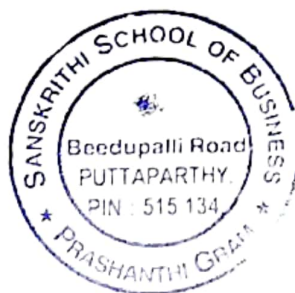
MASTER OF BUSINESS ADMINISTRATION
MBA; MBA (General Management); MBA (Business Management)
COMMON COURSE STRUCTURE & SYLLABI

SEMESTER – I

S. No.	Course Code	Course Name	Category	Hours per week			Credits
				L	T	P	
1.	21E00101	Management & Organizational Behaviour	CC	4	0	0	4
2.	21E00102	Business Environment & Law	CC	4	0	0	4
3.	21E00103	Managerial Economics	CC	4	0	0	4
4.	21E00104	Financial Accounting for Managers	CC	4	0	0	4
5.	21E00105	Statistics for Managers	CC	4	0	0	4
6.	21E00106	Management Information Systems	CC	4	0	0	4
7.	21E00107	Business Communication Practice	SC	0	1	2	2
8.	21E00108	Information Technology Lab	SC	0	1	2	2
		TOTAL		24	2	8	28

SEMESTER – II

S.No.	Course Code	Course Name	Category	Hours per week			Credits
				L	T	P	
1.	21E00201	Financial Management	CC	4	0	0	4
2.	21E00202	Marketing Management	CC	4	0	0	4
3.	21E00203	Human Resource Management	CC	4	0	0	4
4.	21E00204	Business Research Methods	CC	4	0	0	4
5.	21E00205	Operations Research	CC	4	0	0	4
6.	21E00206	Operations Management	CC	4	0	0	4
7.	21E00207a 21E00207b 21E00207c	General Elective – I Advanced Communication E-Business Industry 4.0 & Innovation	GE	2	0	0	2
8.	21E00208	Data Analytics Lab	SC	0	1	2	2
		TOTAL		26	1	2	28



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MASTER OF BUSINESS ADMINISTRATION
MBA; MBA (General Management); MBA (Business Management)
COMMON COURSE STRUCTURE

SEMESTER - III

S.No.	Course Code	Course Name	Category	Hours per week			Credits
				L	T	P	
1.	21E00301	Strategic Management	CC	4	0	0	4
2.	21E00302	Green Business Management	CC	4	0	0	4
3.	21E00303a 21E00303b 21E00303c 21E00303d	Specialization Elective – I Cost and Management Accounting Product and Brand Management Human Resource Development Mobile Commerce	SE	4	0	0	4
4.	21E00304a 21E00304b 21E00304c 21E00304d	Specialization Elective – II Financial Institutions and Services Consumer Behavior Labor laws and Legislation Supply Chain Management	SE	4	0	0	4
5.	21E00305a 21E00305b 21E00305c 21E00305d	Specialization Elective - III Investment and Portfolio Management Rural Marketing Performance Management Enterprise Resource Planning	SE	4	0	0	4
6.	21E00306a 21E00306b 21E00306c 21E00306d	Specialization Elective –IV Auditing and Taxation Advertising and Sales Promotion Management Knowledge Management Data Visualisation & Analytics	SE	4	0	0	4
7.	21E00307a 21E00307b 21E00307c	General Elective – II (MOOCS) Entrepreneurship Development Project Management Business Ethics & Corporate Governance	GE	2	0	0	2
			LC	0	0	2	1
8.	21E00308	Business Simulation Lab	PR	0	0	2	1
9.	21E00309	Experiential Learning Project		28		4	28
		TOTAL					



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MBA; MBA (General Management); MBA (Business Management)
COMMON COURSE STRUCTURE & SYLLABI

SEMESTER - IV

S.No.	Course Code	Course Name	Category	Hours per			Credits
				L	T	P	
1.	21E00401a 21E00401b 21E00401c 21E00401d	Specialization Elective – V Financial Derivatives Services Marketing Organization Development Data Communication and Network Analysis	SE	4	0	0	4
2.	21E00402a 21E00402b 21E00402c 21E00402d	Specialization Elective – VI International Financial Management International Marketing Global Human Resource Management Corporate Information Management	SE	4	0	0	4
3.	21E00403	Project Work	PR	0	0	20	10
		TOTAL		8		20	18

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