REGULATION FOR BACHELOR OF BUSINESS ADMINISTRATION (BBA)
(Under CBCS Semester System)
(Effective from the academic session 2018-19)

1. The Bachelor of Business Administration (BBA) under CBCS, a three year full-time professional Degree Programme, shall have six semesters. After successful completion of all six semesters, the BBA (Hons.) Degree will be awarded to qualified students.

2. DURATION:

   The duration of the programme shall be 3 years with 6 semesters. Odd semester is from July to December, (i.e. 1st, 3rd & 5th) and even semester is from January to June (i.e. 2nd, 4th and 6th).

3. ELIGIBILITY CRITERIA FOR ADMISSION:

   The candidate should have passed +2 Examination of C.H.S.E., Odisha or its equivalent in any discipline with minimum 40% marks in aggregate. The selection would be based on the career and written test with qual weightage.

4. NUMBER OF PAPERS (SEMESTER WISE)

   During the course a student has to take the following papers with credits and marks as given below

Semester	Number of Papers	Credit	Marks
I	4	16	400
II	4	16	400
III	5	18	450
IV	5	18	450
V	5	22	500
VI	4	16	400
Total	27	106	2600

   There will be approximately 10 classes of one hour duration for each one credit of a paper.

5. ATTENDANCE

   A candidate shall be required to attend 75% of classes during a semester. Condonation may be granted by the Principal only to the extent of 15% in exceptional cases i.e. serious Illness & hospitalization, accident, mishap in the family, deputation by the College for any specific work. When a candidate has been deputed by the College to represent the college for any inter-college activity, the lectures delivered during his/her absence for the purpose shall not be counted towards the calculation of attendance on the condition that the student concerned submits a participation certificate to that effect from the appropriate authority. Candidate falling short of required attendance percentage will not be allowed to fill up form for end-semester examination and will not be promoted to next semester. The candidate will appear at the next examination for the particular semester with the next batch.

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6. The examination shall be held tentatively in the month of December and May for odd and even semesters respectively. Each theory paper shall consist of two components

     (i)   Mid-semester Assessment (Internal):   20%

     (ii)   End-semester Examination: 80%

7.   GRADING SYSTEM & PASSING CRITERIA

7.1   The marks obtained by any examinee in any paper will be converted to Grade Point and Letter Grade as per the following table.

Percentage of Mark	Grade Point	Letter Grade	Explanatory
90-100	10	O	Outstanding
80-89	9	E	Excellent
70-79	8	A	Very Good
60-69	7	B	Good
50-59	6	C	Fair
40-49	5	D	Average
Below 40 or Absent	0	F	Fail

Candidate remaining absent in either Mid-semester component or End-semester component of any paper will be considered as absent in that paper in spite of securing marks in any one of the components.

7.2   A student's level of competence shall be categorized by **Grade Point (GP)**, **Semester Grade Point Average (SGPA)** and **Cumulative Grade Point Average (CGPA)** secured in an examination.

Credit: Integer specifying the relative emphasis of individual course item in a semester as indicated by the course structure and syllabus.

Grade Point: Integer specifying the performance of the students in a course item as per the table in 7.1.

Credit Point: Product of Credit and Grade point for each course item

Credit Index: Sum of all the credits in a semester

7.2.1. SEMESTER GRADE POINT AVERAGE (SGPA):

The 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. The SGPA should be calculated up-to 2 decimal point.

$$SGPA(S_k) = \frac{\sum_{i=1}^{n}(C_i \times G_i)}{\sum_{i=1}^{n} C_i} = \frac{Sum\ of\ Credit\ Point}{Credit\ Index}$$

Where, "k" is the number of semester (numeric) i.e. 1 to 6

     "i" is the 1st course item of the kth semester

     "n" is the total number of course item in the kth semester

     "C" is the numeric credit of the course defined in the syllabus

     "G" is the numeric Grade point secured by the candidate

7.2.2. CUMMULATIVE GRADE POINT AVERAGE (CGPA)

The CGPA is also calculated up-to 2 decimal point in the same manner as SGPA taking into account all the courses undergone by a student over all the semesters of a programme.

$$CGPA = \frac{\Sigma_{k=1}^{m}(C_k \times S_k)}{\Sigma_{k=1}^{m} C_k}$$

Where, "k" is the number of semester (numeric) i.e. 1 to 6

"m" is the number of semester upto which CGPA is calculated

"C" is the total numeric credit of kth semester

"S" is the SGPA of kth Semester

7.3 CONVERSION OF SGPA / CGPA IN TERMS OF LETTER GRADE, PERCENTAGE OF MARKS AND CLASSIFICATION OF RESULTS.

CGPA / SGPA	Letter Grade	Classification (for SGPA)	Classification (for CGPA)
9.50 - 10.00	O		
8.50 - 9.49	E		
7.50 - 8.49	A	Pass	First Class Honours
6.50 - 7.49	B		
5.50 - 6.49	C		Second Class Honours
Below 5.50	F	Fail	Fail

The CGPA can be converted in to percentage of marks as given below

Percentage of Marks = (CGPA-0.5) x 10

7.4 PASSING CRITERIA

7.4.1 In order to pass any component a candidate is required to secure a minimum of "D" grade as per table 7.1.

7.4.2 In order to clear a Semester examination a candidate is required to pass in all individual papers of the semester and SGPA (minimum 5.5) in that semester.

7.4.3 In order to obtain Distinction, a student has to obtain 6.5 or above in CGPA and secure a minimum of 6.5 SGPA in all 6 semesters in first chance i.e. without any back or improvement.

8. OTHER EXAMINATION MATTERS

8.1 Back Examination:

Candidate failed in any semester examination can appear for the next examination for that semester as back candidate in those papers where the candidate has obtained "F" grade, within 12 semesters from the time of admission. The candidate who has passed in all papers of semester but has failed in SGPA of that semester can appear the back examination in only those papers where the candidate has obtained "D" grade within 12 semesters from the time of admission.

8.2 Improvement Examination:

Candidate passed in all semesters and has obtained Second Class Honours can appear for improvement in any end-semester examination, which is held immediately (consecutive) after the candidate has passed the examination to obtain the degree. The improvement examination can be availed within 12 semesters from the time of admission.
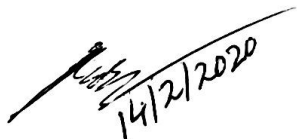
8.3 Internal Assessment:

Internal Assessment can be done for 20 marks for paper of total 100 marks and 10 marks for paper of total 50 marks. The assessment should be done in continuous manner during the classes covering the total course in that paper. Candidate, who remain absent for the first time will be assessed for the second time (once only) before commencement of end-semester examination. The internal assessment marks once obtained in any semester will remain fix and valid forever.

8.4 Dissertation and viva-voce examination

The student has to appear in the dissertation on any topic of his/her interest under the guidance of a faculty member as per the syllabus. The dissertation will be evaluated for 80 marks for report and 20 marks for viva. Absence in viva will amount to failure in that paper. The dissertation evaluation and viva-voce will be conducted by the internal as well as external examiner together.

8.5 Question paper Setting

The question paper should be set in such a manner that the question paper should cover all the units.

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