

GULBARGA



UNIVERSITY,

GULBARGA

DEPARTMENT OF COMMERCE

**REGULATIONS GOVERNING ADMISSION TO
POST-GRADUATE DEGREE**

IN

COMMERCE (M.COM.)

Under the Faculty of Commerce and Management

UNDER CHOICE BASED CREDIT SYSTEM (CBCS)

AND

CONTINUOUS ASSESSMENT GRADING PATTERN (CAGP)

2011

REGULATIONS GOVERNING ADMISSION TO POST-GRADUATE DEGREE IN COMMERCE (M.COM.) UNDER CHOICE BASED CREDIT SYSTEM (CBCS) AND CONTINUOUS ASSESSMENT GRADING PATTERN (CAGP), GULBARGA UNIVERSITY, GULBARGA-2011

1. Title and Commencement

These Regulations govern admission to post-graduate degree in commerce (M.Com.) under Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP), Gulbarga University, Gulbarga-2011 and comes into effect from 2011-12 and onwards.

Programme Offered:

The P.G. Degree in Commerce (M.Com.) is offered under faculty of Commerce.

2. Definitions

Programme: A Programme is a level of education consisting of a set of courses leading to the award of Master's degree in Commerce (M.Com.) for a specified duration.

Semester: A semester is a duration of four consecutive months with a minimum of 90 working days.

Blank Semester: A semester is said to be a blank semester for a candidate if he/she does not enroll for that semester.

Credit: A credit is a unit of study of a fixed duration. In terms of credits, every one hour session of L amounts to one credit and a minimum of two hour session of T or P amounts to one credit.

Tutorial: A Tutorial is supplementary practice to any teaching – learning process that may consist of participatory discussion / self study/ desk work/seminar presentations by students and such other novel methods that make a student to absorb and assimilate more effectively the contents delivered in the lecture classes. Seminars, Case Study, Discussion Sessions etc., are part of Tutorial.

Practical/Practice: A practical / practice is a method of imparting education that consists of hands on experience / laboratory experiments / field studies / study tour etc., that equip students to acquire the required skill component.

Hard Core Course: A hard core course is a course that is fundamental and compulsory in requirement for a subject of study in a particular program. The hard core course prescribed for study in a Programmes shall not be replaced by studying any other course(s). Essential Field work, Term work etc., leading to report writing and project / dissertation of the main Programmes of study shall be treated as hard core course.

Soft Core Course: A soft core course is a course chosen from the pool of courses in the main discipline / related discipline supporting the main discipline. Each soft core course shall have a specified pre-requisite decided by the Board of Studies.

Open Elective Course: An Open Elective is a course chosen from the courses offered for the purpose, by any Department of Studies other than the parent department in the University/College with an intention to seek exposure to students of other discipline(s). Students of same discipline need not enroll in such open electives.

Project Work: A project work is a special course involving application of knowledge in solving / analyzing / exploring a real life situation / difficult problem.

3. Duration of the Course:

3.1. Unless and otherwise provided, a Master's degree Programme is of four semesters- two years duration. A candidate can avail a maximum of eight semesters-four years (in one stretch) to complete Master's degree (including blank semesters, if any). Wherever a candidate opts for blank semesters, he/she has to study the prevailing courses offered by the department when he/she continues his/her studies.

3.2 A candidate admitted to a two years Masters Programmes can exercise an option to exit with Bachelor's Honor's degree / PG diploma degree. Bachelor's honors degree shall be awarded to a candidate who has studied that subject at the three-year undergraduate degree as one of the optional subjects, P.G. diploma in case of a

candidate who has not studied that subject at the three year undergraduate degree as one of the optional subjects. However, in both the cases, the candidate should have earned the total credits fixed for the First and Second semester Master Programmes of that subject under Faculties of Commerce and Management.

4. Eligibility for Admission:

A candidate who has secured a minimum of 50% in aggregate (45% in case of candidates belonging to SC/ST/Cat-I) at the B.Com./ BBM/ BBA/ BCS (Bachelor of Company Secretary) Degree course of this university or of any other university recognised as equivalent there to, shall be eligible for admission to the First Semester of the course.

5. Intake: Intake for the programme shall be decided by the university.

6. Medium of Instruction:

The medium of instruction shall be English. However, a candidate will be permitted to write the examinations either in English or in Kannada.

7. Attendance:

7.1 Each semester shall be taken as a unit for the purpose of calculating attendance. A student shall be considered to have put in the required attendance for the Semester, if he/she has attended not less than 75% of the number of working hours/periods in each semester.

7.2 Shortage of attendance up to 15% (i.e. 60% or more but less than 75%) may be condoned by the Vice-Chancellor on the recommendation of the Principal of the College on payment of Fee prescribed by the University. There shall be no condonation if attendance is below 60% during any semester, for any reason.

7.3 A candidate who does not satisfy the requirement of attendance shall not be eligible to take examination of the concerned semester.

7.4 A candidate who fails to satisfy the requirement of attendance in a semester shall repeat that semester when offered in the immediate subsequent year. This facility shall be available only for two times in the entire course.

- 7.5 In the case of a candidate who represents his/her Institution/University, Karnataka State / Nation in Sports / NCC / NSS / Cultural or any official activities shortage of attendance up to a maximum of 15 days in a semester may be condoned, based on the recommendation and prior permission of the Head of the Institution concerned.
- 7.6 The Chairman of the Department with the approval of Department Council shall notify the monthly attendance of students in the first week of every month on the notice board of the Department with a copy to the Deputy Registrar (Academic), Gulbarga University, Gulbarga. Further, the Chairman of the concerned Department shall send the monthly attendance of students with respect to open elective paper/s to the parent department/s of the students in the first week of every month.

8. Registration of Credit Matrix / Pattern

- 8.1 It is mandatory for every student, to register officially the courses opted under CBCS system in a Registration Card which contains details of hardcore and softcore selected for a semester. All details like attendance, course completion particulars, and dates of tests attended by the student are entered in this card. The card is prepared in duplicate. One card will be with the department and one card will be with the concerned University Examination wing. Students are allowed to make a photocopy of this at the end of the semester for their records.
- 8.2 Registration cards form the basis for a student to undergo sessional tests and end-semester examination. Application forms for examinations are to be filled up based on the choices indicated in this card and submitted to the University along with the prescribed examination fee.
- 8.3 There will be no individual correspondence made by the University unless otherwise required for a specific reason.

9. Scheme of Instructions:

- 9.1 There shall be three components of study, viz., i) Lecture, ii) Tutorial and iii) Practical/Practice in a given course.
- 9.2 A course shall have either Lecture component or Practical/ Practice component or the combination of either of any two components or all the three components. That means a course may have only Lecture component, or only Practical/ component or

combination of Lecture and Practical/Practice, Lecture and Tutorial, Practical/Practice and Tutorial or Lecture, Tutorial and Practical / Practice components.

9.3 The credit pattern of the course is indicated as L: T: P. The credit value of the course shall be the sum of the credits allotted for L, T, and P components.

10. Components of a Programme:

10.1 The Programme shall consist of the following courses:

- i) Hard core course
- ii) Soft core course
- iii) Open Elective course.

10.1.i Credits for Hard Core Courses:

- The number of credits allotted to each hard core course shall be of 5 credits.
- The total credits allotted for hard core courses for the entire Programme shall be of 70 credits.

10.1.ii Credits for SOFT CORE COURSE:

- The number of credits allotted to each soft core course shall be of 5 credits.
- The total credits allotted for SOFT CORE COURSE for the entire Programme shall be of 20 credits.

10.1.iii Open Elective Courses:

- The number of credits allotted to each open elective course shall be of 4 credits.
- The total credit allotted for open elective course for the entire Programme shall be of 8 credits.

11. COURSE STRUCTURE OF THE M.COM. PROGRAMME

Unless otherwise provided, a candidate has to earn the total credits for successful completion of a two-year degree programme by studying hard core, soft core and open elective course as given below.

FOURTH	HARD CORE COURSES							
	Course-4.1: Management Accounting	20	-	80	3 Hrs.	100	05	05
	Course-4.2: International Business	20	-	80	3 Hrs.	100	05	05
	Course-4.3: Financial Services	20	-	80	3 Hrs.	100	05	05
	Course-4.4: Project Report	20	-	80*		100	05	05
	SOFT CORE COURSE							
	Course-4.5:	20	-	80	-	100	05	05
	OPEN ELECTIVE COURSE (To be chosen from the courses offered by the other Dept.)	-	-	-	-	-	-	-
	Total Marks / Credits for the semester	100	-	400	-	500	25	25

* Project report semester end 60 marks for evaluation and 20 marks for viva voce examination.

GROUP-WISE SOFT CORE COURSE AVAILABLE FOR CHOICE TO STUDENTS

GROUP-A: COST ACCOUNTING AND TAXATION

Semester Level	Course No.	Name of the Course
IV	4.5	Corporate Taxation-II

GROUP-B: FINANCE

Semester Level	Course No.	Name of the Course
IV	4.5	Mutual Funds

GROUP-C: MARKETING

Semester Level	Course No.	Name of the Course
IV	4.5	Services Marketing

GROUP-D: BANK FINANCE

Semester Level	Course No.	Name of the Course
IV	4.5	Treasury Management

12. ASSESSMENT AND EVALUATION:

12.1 Assessment and evaluation processes happen in a continuous mode. However, for reporting purposes, a semester is divided into 3 discrete components identified as C₁, C₂, and C₃.

12.2 The performance of a candidate in a course will be assessed for a maximum of 100 marks as under.

a) The first component (C₁), of assessment is for 10 marks. This will be based on test, assignment, seminar, case study, field work, project work etc. This assessment and score process should be completed after completing 50 percent of syllabus of the course/s and within 45 days of semester program.

b) The second component (C₂), of assessment is for 10 marks. This will be based on test, assignment, seminar, case study, field work, project work etc. This assessment and score process should be based on completion of remaining 50 percent of syllabus of the courses of the semester. Thus,

Total Marks for each course	= 100 marks.
Continuous assessment (C ₁)	= 10 marks.
Continuous assessment (C ₂)	= 10 marks.
Semester end Examination (C ₃)	= 80 marks.

12.3 During the 18th -20th week of the semester, a semester-end examination of 3 hours duration shall be conducted by the University for each course. This forms the third/final component of assessment (C₃) and the maximum marks for the final component will be 80.

- 12.4 In case of a student who has failed to attend the C₁ or C₂ on a scheduled date it shall be deemed that the student has dropped the test. However, in case of a student who could not take the test on scheduled date due to genuine reason, such a candidate may appeal to the chairman / Programmes Coordinator in consultation with the concerned teacher shall decide about the genuinity of the case and decide for conduct of one special test to such candidates on the date suitable to the concerned teacher but before commencement of the concerned semester end examinations.
- 12.5 The consolidated marks statement of C₁ & C₂ be submitted to the Registrar (Evaluation) at least 15 days prior to the commencement of semester end examination.
- 12.6 For session tests of C₁ & C₂, the students should bring their own answer scripts (of A4 size), graph sheets etc., required for such tests and these be stamped by the concerned department using their department seal at the time of conducting tests.
- 12.7 The outline for continuous assessment activities for Component-I (C₁) and Component-II (C₂) of a course shall be as under.

Outline for continuous assessment activities for C₁ and C₂

Activities	C₁	C₂	Total marks
Session Test	10 marks	10 marks	20

- 12.8 The Chairman of the Department with the approval of Department Council shall notify the time table for C₁ and C₂ session tests on the notice board of the Department. The teachers concerned shall conduct test and evaluate the course paper. The evaluated course scripts of component I (C₁) and component II (C₂) shall be immediately provided to the candidates after obtaining acknowledgement in the register by the concerned teacher(s) and maintained by the Chairman, Post-Graduate Department and the Principal / Director in case of Institutions. Before commencement of the semester end examination, the evaluated script of C₁ and C₂ shall be obtained back to maintain the same till the announcement of the examination results of the concerned semester. The Chairman of the Department shall make arrangements to display the statement of C₁ and C₂ component session test marks on the notice board of the Department, immediately after each test.

12.9 If a course has both theory and practical components with credit pattern L: T: P:, then as parts of (C₃), the theory and practical examinations shall be conducted for 80 marks each. The final (C₁) component marks shall be decided based on the marks secured by the candidate in these two examinations with weightage factors of L+T and P respectively for theory and practical examinations. Suppose X and Y are the marks secured by a candidate out of 50 respectively in theory and practical examinations in course of credit distribution L:T:P, then the final marks M in C₃ is decided by

$$M = ((L+T)*X+P *Y)/(L+T+P).$$

12.10 The details of continuous assessment are summarized in the following Table.

Component	Syllabus in a course	Weightage in percentage points.	Period of Continuous assessment
C ₁	First 50%	10	First half of the semester. To be consolidated by 8 th week
C ₂	Remaining 50%	10	Second half of the semester. To be consolidated by 16 th week
C ₃	Entire syllabus of the course. (Semester-end examination)	80	To be completed during 18 th - 20 th Week.

12.11 A candidate's performance from all 3 components shall be in terms of scores, and the sum of all three scores shall be 100 percentage points.

12.12 Finally, awarding the grades shall be completed latest by 24th week of the Semester by the Registrar (Evaluation).

12.13 Upon successful completion of Bachelors Honors / Masters degree a final grade card consisting of grades of all courses successfully completed by the candidate will be issued by the Registrar (Evaluation).

12.14 The grade and the grade point earned by the candidate in the subject shall be as under.

P	G	GP = V x G
90-100	9 (A++)	V X 9
80-89	8 (A+)	V X 8
70-79	7 (A)	V X 7
60-69	6 (B+)	V X 6
50-59	5 (B)	V X 5
0-49	0 (C)	V X 0

Here, P is the percentage of marks secured by a candidate in a course which is rounded to nearest integer. V is the credit value of the course. G is the grade and GP is the grade point.

If G = 0 (C), (GP=0) then the candidate is considered as pending automatically. He / she is not said to have failed in the course.

12.15 Overall Cumulative Grade Point Average (hereafter CGPA) of a candidate after successful completion the required number of credits as predetermined for the programmes under various faculties is given by the ratio of the cumulative sum of the grade points earned by candidate during all the semesters to the cumulative sum of the credits specified for the entire programme.

$$\text{CGPA} = \frac{\sum \text{GP}_i}{\sum V_i}$$

Where, GP_i denotes the grade points earned in the course

V_i denotes the credit value specified for the course.

12.16 Final Grade Point (FGP) shall be awarded on the basis of CGPA of the candidate.

CGPA	FGP
$8 \leq \text{CGPA} < 10$	1
$6 \leq \text{CGPA} < 8$	2
$5 \leq \text{CGPA} < 6$	3

13. Setting Question Papers and Evaluation of Answer Scripts.

13.1 There shall be Board of Examiners (BOE) constituted by the BOAE for each program.

13.2 There shall be two sets of question papers for each course, of which at least one should be set by an external examiner.

13.3 Whenever there are no sufficient internal examiners, the Chairman BoE shall get the question papers set by external examiners.

13.4 The Board of Examiners shall scrutinize and approve the question papers and scheme of valuation.

13.5 There shall be double valuation for all theory papers, dissertation, /project /Field works. The average of the marks awarded by the internal and external examiners shall be taken as the final marks (subject to 13.6) for that particular course.

13.6 In case of 20% or more difference in the marks awarded in the theory papers by the internal and external valuers, the script shall be referred to the third valuer (who shall be an external) and the average of the nearest two shall be considered for the final award of marks.

14. Submission and Evaluation of Project / Dissertation:

14.1 The candidate has to submit the project / dissertation before one week of the commencement of respective semester end examination. However, in case of a course, if the candidate has to go for in plant training/ internship / field work etc., as the case may, the candidate shall submit the project / dissertation within one week of the completion in plant training / internship / field work etc.

14.2 The responsibility of allocating the project work including the topic of the project, duration and the time for the field work etc., shall be decided by the Departmental Council either at the end of the previous semester or in the beginning of the commencement of the semester.

14.3 Right from the initial stage of defining the problem, the candidate has to submit the progress reports periodically and also present his/her progress in the form of seminars in addition to the regular discussion with the guide. Components of evaluation of the Project / Dissertation are as follows.

Component – I(C₁): Periodic progress of the project work (10%)

Component – II(C₂): Results of Work and Draft Report (10%)

Component– III(C₃): Final viva-voce and evaluation of the report (80%). [The report evaluation is for 60% and the viva voce examination is 20%].

14.4 The (C₃) (component-III) for the project work shall be evaluated by a panel of two members consisting of the guide and an external examiner.

15. Challenge Valuation

15.1 A student who desires to apply for challenge valuation of theory marks shall obtain a Xerox copy of the answer script by paying the prescribed fee within 10 days after the

announcement of the results. He / She can challenge the grade awarded to him/her by submitting an application along with the prescribed fee to the Registrar (Evaluation) through the proper channel within 15 days after the announcement of the results.

- 15.2 This challenge valuation shall be applicable only for C₃ Component of courses (theory) only.
- 15.3 The candidate has to surrender the grade card if issued earlier to him/her before announcement of the results of the challenge valuation.
- 15.4 The answer scripts for which challenge valuation is sought for shall be sent to another external examiner. The marks awarded in the challenge valuation shall be the final.

16. Discard Policy of Answer Sheets:

- 16.1 Such of the answer scripts of tests, assignments etc., relating to component I & II that are valued shall be maintained in the Department / College / Institution by the Chairman / Principal / Head of Institution till completion of the one year duration and the commencement of the ensuing semester end examination and there after these evaluated scripts of tests, assignments etc. be discarded immediately by the concerned Chairman / Principal / Head of the Institution.
- 16.2 The answer scripts of C₃ examination conducted by the University be maintained by the Registrar (Evaluation) for a period of one year after announcement of the results of the concerned semester and all the answer scripts be discarded soon after completion of the one year duration after announcement of the results and no complaints what so ever about the marks awarded to courses relating to these scripts be entertained.

17. Pending Course/s:

- 17.1 In case a candidate secures less than 32 percentage points out of 80 percentage points in C₃ (i.e., 40% of total marks assigned for C₃) or secures more than 32 percentage points out of 80 percentage points in C₃ but less than 50 percentage points out of 100 percentage points in C₁, C₂ and C₃ put together, the candidate is said to have not completed the course and he/she has to utilize PENDING option. The candidate with pending option shall complete C₃ component before the end of double the duration by reappearing only for C₃ component of that course and he/she carries the same marks awarded in C₁ and C₂.

17.2 The candidate has to earn at least 50% of the total credits (courses) specified for First and Second Semester of the Programmes in order to proceed to the Third Semester.

17.3 The tentative / provisional grade card will be issued by the Registrar (Evaluation) at the end of every semester indicating the courses completed successfully. This statement will not contain the list of PENDING courses.

18. Issuance of Marks Certificate:

On successful completion of a given program, the University shall issue to the student consolidated marks statement, with details of CGPA score and the actual percentage of aggregate marks secured in all courses of the Programmes on payment of the prescribed fee by the student.

19. Provision for Improvement of the Results:

A candidate has an option to withdraw a course or courses of any semester within seven days after the announcement of final results of the P.G. degree program; if he / she feels that he / she can improve his / her results in terms of grade. The withdrawal of a course can be only for C₃ components except practical / project work / dissertation / viva-voce. The candidate has to reappear for only C₃ component to improve, carrying the marks of C₁ and C₂ components of the chosen course.

20. Classification of Results

Class shall be awarded to a candidate based the Final Grade Point (FGP) awarded to the candidate as stated below.

FGP	Class awarded
1	First class with Distinction
2	First Class
3	Second Class

21. Award of Ranks, Medals and Prizes

Only such candidates, who successfully earn the total credits specified for the PG Degree program/s under various faculties in four successive semesters, shall be considered for award of ranks, medals, and prizes.

22. Eligibility for Applying Fellowships, Scholarships, Free-ships

Eligibility for applying fellowships, scholarships, free-ships shall be as prescribed by the University.

23. Repeal and Savings:

- a) Notwithstanding anything contained in this regulation, the provisions of any order or regulations in force shall be inapplicable to the extent of their inconsistency with this regulation.
- b) The university shall issue such orders, instructions etc., and prescribe such format, procedure, etc., as it may deem fit to implement the provisions of this regulation.
- c) If any difficulty arises in the implementation of this regulation, the Vice Chancellor shall, in consultation with the Deans and the Syndicate, be competent to issue necessary clarification. And he/she at the earliest possible opportunity thereafter, report the action taken by him / her to the Syndicate, Academic Council for ratification and inform the State Government at the earliest.

HC 4.1: MANAGEMENT ACCOUNTING

5 Credits

Objective

This course provides the students an understanding of the application of accounting techniques for management.

MODULE-1

Management Accounting: Meaning, nature, scope and functions of management accounting; Role of management accounting in decision making, management accounting Vs Financial accounting; Tools and techniques of management accounting.

MODULE-2

Financial Statements Analysis: Objectives and methods of financial statements analysis; Ratio analysis, Classification of ratios – Profitability ratios, turnover ratios, liquidity ratios, turnover ratios; Advantages of ratio analysis; Limitations of accounting ratios, funds flow statement and cash flow statement.

MODULE-3

Absorption and Marginal Costing: Marginal and differential costing as a tool for decision making-make or buy; change of product mix; pricing, break-even analysis; exploring new markets, shutdown decisions.

MODULE-4

Budgeting for Profit planning and control: Meaning of budget and budgetary control; Objectives; Merits and limitations; Types of budgets; Fixed and flexible budgeting; control ratios, zero base budgeting; responsibility accounting; performance budging.

MODULE-5

Standard Costing and Variance Analysis: Meaning of standard cost and standard costing; Advantages and applications; Variance analysis-Material; Labour and overhead (two-way analysis); variances.

Reference:

- 1) Arora.M.N.: Cost Accounting-Principles and Practices; Vikas, New Delhi.
- 2) Jain.S.P. and Narang.K.L.: Cost Accounting, Kalyani, New Delhi.
- 3) Homgren, Charles, Foster and Datar et. al., Cost Accounting – A Managerial Emphasis; Prentice Hall, New Delhi.
- 4) Khan.M.Y. and Jain P.K. Management Accounting; Tata McGraw Hill, New Delhi.
- 5) Kaplan.R.S. and Atkinson A.A.: Advanced Management Accounting; Prentice Hall, New Delhi.
- 6) Anthony, Robert & Reece, et. al., Principles of Management Accounting, Richard Irwin Inc.

HC 4.2: INTERNATIONAL BUSINESS

5 Credits

Objective:

This course exposes the student to the environmental dynamics of international business and their impact on international business operations of a firm.

Module-1

Introduction- Concept of International business, factors influencing international business, Differences between domestic and international business Benefits and problems of international business. Regulations of international business.

Module-2

Multinational Corporations – Reasons for the fast growth of MNCs . Merits and demerits of MNCs . Controls of MNCs . MNCs in India.

Module-3

Strategies for International Business – Marketing, Human Resource and Finance strategies. Entry modes of International Business. Strategic alliances.

Module-4

Foreign collaborations, Joint ventures – FDI : Factors influencing FDI , Reasons for FDI , Costs and benefits of FDI , FDI in India .

Module-5

Institutional framework of International Business- WTO, IMF, IBRD. Environmental aspects of International Business, TRIPS, TRIMS, settlement of International Commercial Disputes.

Reference:

1. International Business : Hill and A.K. Jain .
2. International Business : Donald Ball
3. International Business : Elan . M . Rugman
4. International Management : Paul Beamish
5. International Management : Richard . M . Hodgetts
6. International Business Environment : Sundaram and Black
7. International Strategic Management : Srivastav R.M
8. International Business Environment : Francis Cherunilam

HC 4.3: FINANCIAL SERVICES

5 Credits

Objective:

To enable the students to understand and provide financial services.

Module-1

An overview of financial services-economic environment-Financial market in India-money market and capital market.

Module-2

Merchant banking- Growth of merchant banking- functions of merchant banking- public issue management-procedural aspect of public issue-pricing of new issue- underwriting- Development banking-Regulation framework of merchant banking recent trends-credit rating.

Module-3

Venture capital-Features-venture investment process-Indian venture capital scenario-SEBI Regulations, Leasing accounting and reporting of leases-lease structuring-emerging trends in leasing-Hire purchase vs leasing.

Module-4

Factoring-meaning-forms of factoring-legal aspect of factoring-factoring vs bill discounting-forfeiting- mechanism and elements. Housing finance- NHB- Funding of HFC'S –Insurance services- Insurance Policies-Life insurance vs general insurance.

Module-5

Mutual fund-origin and growth-mutual fund schemes-types of mutual fund- portfolio management process of mutual funds-emerging scenario.

Reference:

1. G.S.Patel: Capital Market, Functioning and Trends. ICFAI .Publications 1991
2. J.N.Dhonkar: A Treatise on merchant Banking, Skylark Publishing House, Delhi. 1990.
3. Bhole.M: Financial Markets and Institutions Tata McGra,Hill,1992
4. M.Y.Khan: New Issue Market Allied Publishers.
5. RBI Publications
6. SEBI Guidelines: Issued from time to time.
7. Vinod Kothari: Leasing, Hire Purchase and consumer credit, Madhava and co,1990
8. K.Sriram: Handbook of Leasing Hire Purchasing and factoring ICFAI Publications1991.

SC 4.5 (A): CORPORATE TAX PLANNING-II

5 Credits

Objective

To acquaint students with the major provisions of the acts, rules, tariffs and modus operandi of indirect taxes.

Module – 1

Introduction to Indirect Taxes: Meaning of indirect tax, Features of indirect taxes, Tax incidence, Indirect taxation under Indian constitution, Types of indirect taxes – advantages and disadvantages, Revenue trends.

Module – 2

Corporate Tax Planning with reference to Central Excise: Nature of excise duty, types, excisable goods, Goods exempt from excise, Classification of goods, Computation of assessable value and duty payable, Valuation rules, Exemptions in case of small scale industries, CENVAT – Meaning, highlights of CENVAT scheme, final products and inputs eligible for CENVAT, Quantum and mode of availment of CENVAT credit, Procedures involved in CENVAT, CENVAT on capital goods, Tax planning relating to CENVAT.

Module – 3

Corporate Tax Planning and Customs: Scope and coverage of customs law, Nature of customs duty, Types of customs duty, Classification under customs, Valuation of customs duty, Exemptions, Remissions, Demand, Recovery and refunds in customs, Import & Export procedure, Duty drawback, Warehousing, Administrative aspects of customs, Tax planning relating to customs.

Module – 4

Corporate Tax Planning Under Central Sales Tax and VAT: Objectives and scheme of CST Act, Interstate and intra-state sales, Nature of goods and CST Act, Computation of sales turnover, Quantum of CST payable, Exemptions from CST, Restrictions on taxation under CST Act, Outline of VAT, Administrative aspects of KVAT.

Module – 5

Service Tax: Genesis of Service Tax in India, Concepts applicable to all services, Taxable value, Exemptions, Import and Export of services, Computation of service tax – Current trends in indirect taxes.

References:

1. Datey V.S., Indirect Taxes, Taxmann Publications, New Delhi.
2. Central Excise Act, 1944, Government of India, New Delhi.
3. The Customs Act, 1962, Government of India, New Delhi.
4. The Central Sales Tax Act 1956, Government of India, New Delhi.
5. Ramaswamy, Indirect Taxation, Sultan Chand & Sons, New Delhi.
6. Gaur and Narang, Indirect Taxes, Sultan Chand & Sons, New Delhi.
7. Dinakar Pagare, Indirect Taxes, Sultan Chand & Sons, New Delhi.

SC 4.5(B): MUTUAL FUNDS

5 Credits

Objective

This course exposes students to operational, investment and evaluation aspects of mutual fund.

MODULE-1:

Evolution of Mutual funds – Concept of Mutual Fund, Organisation of Mutual Funds, Players of Mutual Funds, Types of Mutual Funds, Advantages and disadvantages of mutual funds, Key financial measures.

MODULE-2:

Regulation of Mutual Funds, Guidelines by the Ministry of Finance, RBI Guidelines, SEBI Regulations and Guidelines.

MODULE-3:

Mutual Fund Evaluation - Measures of Mutual Fund evaluation, Risks involved in mutual fund investment, Mutual fund selection, Steps in choosing the right mutual fund scheme.

MODULE-4:

Management of mutual funds, Marketing and investment aspects of mutual fund, Mutual fund investment process.

MODULE-5:

Business ethics in mutual funds, Mutual fund prospect, Future growth strategy.

Reference:

1. Sunder Shankaran – Indian Mutual Funds Handbook, First Edition, Vision Books Private Limited, New Delhi.
2. I.M.Pandey – Financial Management, Eighth Edition, Vikas Publishing House Private Limited, New Delhi.
3. Ravi.M.Kishore – Financial Management, Fifth Edition, Taxmann Allied Services Private Limited, New Delhi.

SC 4.5(C): SERVICES MARKETING

5 Credits

Objective

This course acquaints students with the basic issues in Services Marketing.

Module -1

Foundation of Services Marketing : Introduction - The Services : Concept; Nature and Characteristics' of Services ; Classification of Services ; Significance of Services Marketing Reasons for The Growth of Services Sector.

Module-2

Segmentation Strategies for Effective Capacity Utilization; Positioning of Service in the Market Place; Issues in Marketing of services – Extended Services Marketing Mix: Going beyond the 4 Ps. (7 Ps of Services Marketing).

Module-3

Service Delivery Process;– Service Blueprints;–Managing Employees for Service Orientation. Distribution Strategies for Services – Challenges in Distribution of Services, Personal Selling – Advertising and Sales Promotion in Service Industry.

Module-4

Balancing Demand and Capacity: The ups and Downs of Demand; Measuring and Managing Capacity; Understanding the Patterns and Determinants of Demand; Strategies for Managing Demand

Module-5

Customer Satisfaction & Service Quality in Service Marketing – Service Encounter - Role of HR & Internal Marketing - SERVQUAL & GAP model - Handling complaints effectively - Service Failure – Recovery

References:

1. Essence of Services Marketing – Payne Adrian
2. Services Marketing: Integrating Customer Focus Across the Firm - Valarie A Zeithaml
3. Services Marketing : People, Technology & Strategy - Christopher Lovelock
4. Services Marketing – Ravi Shanker
5. Strategic Planning for Public Service and non profit organizations-Pergamon.
6. Excellence in Services – Balachandran

SC 4.5(D): TREASURY MANAGEMENT

5 Credits

Objective

This course helps students to understand operational aspects of treasury management in banks.

MODULE-1

Treasury: Objectives of Treasury, Structure of Organization, Functions of a Treasurer, Responsibility of a Treasurer. Cost Centre / Profit Centre, Integrated Treasury, Planning and Control, Risk Analysis.

MODULE-2

Liquidity Management: CRR / CCIL / RTGS, Objectives, Sources and Deployment, Internal Control, Netting.

MODULE-3

Implications of Treasury on International Banking, Global scenario and treasury operations, Exchange rate mechanism. Structure: Front, Back & Mid office. Dealing and trading operations: Control and orderly conduct, moral and ethical codes, checks and balances. Revaluation: Mark to market and profit calculations, VaR (Value at Risk).

MODULE-4

Regulation, Supervision and Compliance of Treasury Functions: Internal and External Audit, Role of Reserve Bank of India, Integrated Treasury, Bond dynamics.

MODULE-5

Accounting valuation and elimination of exposures.

References:

- 1) Theory and Practice of Treasury and Risk Management in Banks, Indian Institute of Banking and Finance. Taxmann Publications Pvt. Ltd., New Delhi.
- 2) Peter S. Rose, Commercial Bank Management.
- 3) Simonson and Coleman, Bank Management, Hempel.
- 4) J.F.Sinkey, Commercial Bank Financial Management.