



JANSONS SCHOOL OF BUSINESS

(Autonomous)

Karumathampatti, Coimbatore – 641 659

MBA Degree (4 Semester)

Full Time Residential Programme

Academic Regulations, 2019

Short title, Commencement and Extent of Application

These regulations may be called the Academic Regulations, 2019 (hereinafter referred as ‘Academic Regulations’) pertaining to MBA degree course of Jansons School Business (Autonomous) affiliated to Bharathiar University and applicable to the students admitted to M.B.A programme from the Academic Year 2019-20. The Academic Regulations hereunder are subject to amendments as may be decided by the Academic Council of Jansons School of Business from time to time. Any or all such amendments will be effective from such date and to such batches of students (including those already in the middle of the programme) as may be decided by the Academic Council.

As a condition of admission in Jansons School of Business, Coimbatore, every student is required to comply with the Academic Regulations. Students are expected to familiarize themselves with these Academic Regulations, and an assertion of ignorance of their provisions cannot be accepted as a basis for an exception to them. No student or group of students should expect to be warned individually to conform to any of these academic regulations. Students are advised to pay special attention to all deadlines given in the Academic Regulations. Students who have questions, clarifications or concerns about these Academic Regulations should consult with their respective Mentor.

1. PRELIMINARY DEFINITION AND NOMENCLATURE

In these Academic Regulations, unless the context otherwise requires,

1. **“Board of Studies”** means the Board constituted by Jansons School of Business as “Board of Studies”.
2. **“Competent Authority”** means the authority of the Jansons School of Business (JSB) who is responsible for all/particular academic activities/activity of JSB for implementation of relevant rules of these Academic Regulations. The competent authority for all academic activities means the Director of the JSB.
3. **“Comprehensive Learning Assessment”** means the assessment that aims to measure student’s ability to combine facts and ideas and synthesize, generalize, explain, hypothesize, or arrive at some conclusion or interpretation. This assessment will cover the entire curriculum and will be made during the final (Fourth) semester.
4. **“Conduct of Examinations Regulations”** means the regulations pertaining to the conduct of examinations at Jansons School of Business, Coimbatore approved by the Academic Council of Jansons School of Business.
5. **“Controller of Examinations”** means the Authority of the Jansons School Business (JSB) who is responsible for all activities concerned with examinations conducted by JSB.
6. **“Core Courses”** means “the core subject” related to the programme concerned including practical and project work offered under the programme.

7. **“Course”** means a theory or a practical/practice based subject or a combination of both, studied in a semester, like Marketing Management, Internship Project etc.,
8. **“Domain”** means a field of study, like Marketing, Finance, Human Resources etc.,
9. **“Elective Course(s)”** means the courses offered under the programme related to the major or non-major that are to be selected by the students.
10. **“Faculty”** means, a teaching member of Jansons School of Business.
11. **“Inter-institutional Transfer of Credit”** means when the credit transfer process operates across two or more universities (including state, private, public and deemed to be universities).
12. **“Intra-institutional Transfer of Credit”** means when the process of credit transfer takes place within the colleges/department of affiliated university.
13. **“JSB”** means Jansons School of Business, Karumathampatti, Coimbatore
14. **“Mentor”** means the Faculty advisor to whom the student is currently assigned.
15. **“Programme”** means Master of Business Administration (also referred as M.B.A) programme
16. **“Practice based subject”** means a course that is designed to provide bridge between academic study and training in industry in which inputs are offered in class room based teaching, students are expected to do field based practice/ exercises, the nature of the Final Examinations will be written or oral or both and evaluation of such Final Examination is conducted by an industry expert or group of industry experts.
17. **“Scheme of Examinations”** means the procedures laid down for assessment and passing requirements along with the distribution of marks and credits for the programme decided by the Board of Studies of JSB.
18. **“Semester”** means, the calendar duration of instruction and may normally range from 15 to 18 weeks.
19. **“Skill Development Elective”** means, elective courses offered under the programme with an intention to instil skills in a particular area related to the major or non-major that are to be selected compulsorily by the students
20. **“Studentship”** means the state of being a student admitted into ‘Master of Business Administration’ programme.
21. **“Transfer of Credit”** means that credits earned at one institution for one or more courses under a given programme are accepted under another programme either by the same institution or another institution. Further, this means that it is accepted that a certain chunk of learning has already been successfully completed by a learner. This acceptance of earlier acquired credits (including standalone Continuous Assessment Marks) may be reflected in one of two ways: (i) Direct Performance Transfer, or (ii) Course Exemption [(in full or part) – including transfer of continuous assessment marks]

2. PROGRAMMES OFFERED, MODE OF STUDY AND ADMISSION REQUIREMENTS

2.1 PROGRAMMES OFFERED

1. M.B.A (FULL TIME -RESIDENTIAL)

2.2 MODES OF STUDY

Candidates admitted under 'Full Time - Residential' should be available in JSB campus during the entire day/duration of working hours for the curricular, co-curricular and extra-curricular activities.

The Full-time candidates should not attend any other Full-time programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of Full- Time Residential programme. Violation of the above rules will result in cancellation of admission to the Programme.

2.3 ADMISSION REQUIREMENTS

Eligibility

- 2.3.1** Candidates for admission to the first semester of the M.B.A degree programme shall be required to have passed any Under-Graduate degree examination in any discipline from a recognized university are eligible to apply. Students in the final year of their UG can also apply.

- 2.3.2** Announcement for admission to M.B.A programme will be made by JSB and the candidates are required to submit their applications in the prescribed application form which is available online at the JSB's website on or before the dates specified in the announcement by JSB.

- 2.3.3** Admission to the M.B.A programme will be made by the procedure given below:

- (a) The Applicants to the course will have to qualify in the MAT (Management Aptitude Test) conducted by AIMA. The candidates qualified in the Tamil Nadu Common Entrance Test (TANCET) and meeting other requirements will be called for Interview and the final selection will be based on their

i. MAT/TANCET score.

ii. Marks obtained in the Group Discussion and Personal interview

In addition to satisfying the conditions given in the application form, the brochure and other printed materials concerning the M.B.A. admissions, the selected candidates should also satisfy all the other admission requirements indicated in the offer of admission and only then they will be admitted to the M.B.A programme, after payment of the prescribed fees.

- (b) If at any time the Competent Authority of JSB finds that any of the requirements is not fulfilled by a candidate, his/her admission to the programme may be revoked

- (c) Notwithstanding the qualifying examination the candidate might have passed, he/she shall have a minimum level of proficiency in the appropriate Programme / Courses as prescribed by the Competent Authority of JSB from time to time.
- (d) Eligibility conditions for admission such as the marks, class obtained, the number of attempts in the qualifying examination and physical fitness will be as prescribed by the Competent Authority of JSB from time to time.
- (e) The Competent Authority of JSB may decide to restrict admission in any particular year to candidates having the subset of qualifications prescribed at the time of admission.

Transfer of Credit

2.3.4 Notwithstanding anything contained herein a student shall be admitted in to the M.B.A programme through 'Intra-Institutional Credit Transfer' or 'Inter-Institutional Credit Transfer' subject to the prior approval of the Bharathiar University.

3. DURATION AND STRUCTURE OF THE PROGRAMME

3.1 Minimum Duration

The programme will lead to the Master of Business Administration (M.B.A) of the Bharathiar University, Coimbatore and extend over a period of two academic years consisting of four semesters

3.2 Maximum Duration

The students shall complete all the passing requirements of the M.B.A degree programme within a maximum period of four years/eight semesters. These periods being reckoned from the commencement of the semester to which the student was first admitted

3.3 Working days per semester and conduct of examination

Each semester shall normally consist of 90 working days or 210 periods each of 60 minutes duration for full time mode. End-Semester Examination will be scheduled after the last working day of the semester

4. Structure of the M.B.A Programme

The programme will consist of:

- i. All course registrations need to be done as per the Scheme of Examinations that is applicable for the particular academic year. Core courses (offered in all semesters) are to be compulsorily taken by all the students of the programme.

- ii. Every student shall register for prescribed number of elective courses as per the Scheme of Examinations (Clause 5.4) in III semester (All the courses registered shall be in a single domain (or) in any combination with other domains which leads to the required number of prescribed courses) and prescribed number of elective courses as per the Scheme of Examinations (Clause 5.4) in the IV semester (All the courses registered shall be in a single domain (or) in any combination with other domains which leads to the required number of prescribed courses).
- iii. Prescribed number of Project(s)/Internship(s)
- iv. The medium of instruction, examination and project reports will be English.

4.1 Semester wise registration of courses

- 4.1.1 Procedure for Registration:** The registration schedule for III and IV semesters is announced in advance by the Competent Authority. The details of the core, elective and supportive courses, if any, and the Project shall be intimated to the students, prior to the date of registration. The student is required to register for opted courses within the frame work of the Clause 4 [sub-clauses (i) to (iv)] of the Academic Regulations and the Scheme of Examinations with the Competent Authority after due announcement of the prescribed dates and at the beginning/commencement of each semester. The registration form shall be filled in and signed by the student.
- 4.1.2** Late registration may be permitted for certain period, only for valid reasons and on payment of a late registration fee prescribed from time to time by JSB.
- 4.1.3** However, if a student fails to register during any semester, his/her studentship is liable to be cancelled.

4.2 Internship/Project Work

Internship / Project Work - I

- 4.2.1** The Internship/Project Work- I is to be undertaken after the completion of the II semester and before the commencement of the III semester.
- 4.2.2** The Internship/Project work shall be pursued for a minimum of twelve weeks.
- 4.2.3** Project work shall be carried out under the supervision of an “Internal Guide” in the domain concerned. In this context “Internal Guide” means the Faculty of JSB.
- 4.2.4** A candidate will be permitted to work on internship/projects in an Industrial/Research organization, on the recommendations of the Internal Guide. The Project work of the students shall be jointly supervised by an Internal Guide and an expert-as External Guide from the Industrial/Research organization and the student shall be instructed to meet the Internal Guide periodically and to attend the review meetings for evaluating the progress.

- 4.2.5** The Project Report prepared according to approved guidelines as given by Controller of Examinations (herein after also referred as 'COE') and duly signed by the Internal Guide, and the Competent Authority and shall be submitted to the Controller of Examinations.
- 4.2.6** The deadline for submission of Project Report is 30 calendar days from the first working day of the semester in which internship /project report is done/taken into account for credit. The COE is empowered to fix any particular date/day as deadline for submission of Project Report within the above mentioned 30 calendar days.
- 4.2.7** If a candidate fails to submit the Project Report on or before the specified deadline, he / she is deemed to have failed in the Project Work and shall re-enroll for the same in a subsequent semester (specified in Clause 4.1 of Academic Regulations).

Internship / Project Work - II

- 4.2.8** The Internship/Project Work - II is to be undertaken during the Fourth Semester.
- 4.2.9** The Internship/Project Work-II shall be pursued for a minimum of six weeks and a maximum of eight weeks period.
- 4.2.10** Project Work - II shall be carried out under the supervision of an "Internal Guide" in the domain concerned. In this context "Internal Guide" means the Faculty of JSB.
- 4.2.11** A candidate will be permitted to work on internship/projects in an Industrial/Research organization, on the recommendations of the Internal Guide. The Project work of the students shall be jointly supervised by an Internal Guide and an expert-as External Guide from the Industrial/Research organization and the student shall be instructed to meet the Internal Guide periodically and to attend the review meetings for evaluating the progress.
- 4.2.12** The Project Report prepared according to approved guidelines as given by Controller of Examinations and duly signed by the Internal Guide, and the Competent Authority and shall be submitted to the Controller of Examinations.
- 4.2.13** The deadline for submission of Project Report is 7 calendar days from the date of completion of the project (duration as per clause 4.2.9). The COE is empowered to fix any particular date/day as deadline for submission of Project Report within the above mentioned seven calendar days.
- 4.2.14** If a candidate fails to submit the Project Report on or before the specified deadline, he / she is deemed to have failed in the Project Work and shall re-enroll for the same in a subsequent semester (specified in Clause 4.1 of Academic Regulations).

4.3 Credit and Credit Assignment

4.3.1 Credit

Credits will be assigned to the courses for different modes of study as given below:

- i. One credit for each lecture period allotted per week
- ii. One credit for each tutorial period allotted per week
- iii. Two weeks of practical training in any internship/ industrial / field research project correspond to one credit.

4.3.2 Credit Assignment and Minimum credits required for passing the programme

The Curriculum of M.B.A programme shall be so designed that the prescribed credits required for the award of the degree shall be within the 112 credits. For the award of degree, the student shall earn a minimum of 112 credits.

4.3.3 Requirements for the completion of study of a semester

A student will be deemed to have completed the requirements of study of any semester only if:

- i. Ideally every student is expected to attend all classes and earn 100% attendance in each semester. However, in order to allow provision for certain unavoidable reasons such as medical / personal grounds / participation in management contests/events/sports, the student is expected to earn a minimum of 75% attendance. Therefore, he/she shall secure not less than 75% of overall attendance in that semester taking into account the total number of periods in all courses attended by the candidate as against the total number of periods in all courses offered during that particular semester. However, a candidate who could secure attendance between 65% and less than 75% are only eligible for applying for condonation and shortage of attendance up to 10 percent shall only be condoned by the Competent Authority. Such students who are eligible for condonation and who have obtained condonation of shortage of attendance from Competent Authority will be eligible to appear for the examination of that semester. Candidates who could secure less than 65% overall attendance are to be declared as 'Prevented' and will not be permitted to write the end-semester examinations of that particular semester and are not permitted to go to the subsequent academic semester. They are required to repeat the semester in which he / she is prevented by reregistering (as per procedures given in Clause 4.1.1 to 4.1.3 of Academic Regulations) himself / herself during the subsequent academic year for the respective course again to compensate the short-fall in attendance. In case of 'Prevented' students, if the courses offered are discontinued/modified in subsequent year/semesters the students are required to opt for new courses only.
- ii. His/Her progress has been satisfactory.
- iii. His/Her conduct has been satisfactory.

5. Assessment and Passing requirements for courses except for “Comprehensive Learning Assessment”

5.1 The assessment will comprise of Continuous Assessment and the Final Examination, carrying marks as specified in the Scheme of Examinations. Continuous assessment will be made as per the guidelines framed by the college from time to time. All assessments will be done on absolute marks basis. However, for the purpose of reporting the performance of student, letter grades and grade points will be awarded as per clause 5.3.1. The following will be the weightages given for Continuous Assessment and Final Examination:

i)	For theory course (lecture based – non laboratory) course:		
	Continuous Assessment	:	50 % (Fifty Percent)
	Final Examination	:	50 % (Fifty Percent)
ii)	For Laboratory Based /Practical Based /Practice Based / Skill Development Elective subjects / courses:		
	Continuous Assessment	:	50 % (Fifty Percent)
	Final Examination	:	50 % (Fifty Percent)
iii)	For Project Work(s) / Internship(s):		
	Internal/ Continuous Assessment	:	50 % (Fifty Percent)
	Evaluation of Project Report/ Viva-Voce/Final Review	:	50 % (Fifty Percent)

The Assessment and Passing Requirements for “Comprehensive Learning Assessment” conducted in the Fourth Semester is given in clause 5.4.3 of this Regulation.

5.1.1 Procedures for awarding marks for Continuous Assessment for Theory courses and Theory courses with Laboratory component

The maximum marks for Continuous Assessment shall be fifty percentage of the maximum marks in case of theory courses. The broad components of continuous assessment includes assessment(s) based on Tests-subjective paper based/online (including objective type – multiple choice questions), Field based projects with or without viva-voce, Simulation, Presentation and Seminar, Assignments, Case analysis, Quizzes, Class participation/ Attendance, Group and Co-operative learning and Other activities like role play and games. The question paper for the test, topic of the field

based projects, simulation, presentation, seminar, assignments etc., will be assigned by the respective faculty who handles the course. The maximum marks for each such components of assessment used in each course will be prescribed by the respective faculty who handles the course and announced to the students at the time of commencement of the course. The minimum number of components used for assessment for the purpose of awarding Continuous Assessment marks will be as per the guidelines framed by JSB from time to time. Schedule for Continuous Assessment will be decided by the faculty who handles the course. Students who have missed Continuous Assessments (one or more components as the case may be) on valid reason may apply for retests (for each appropriate component) to the Course Faculty concerned specifying the reason for the absence and the Course Faculty shall conduct a retest when satisfied with the validity of the reasons given for the absence. Such conduct of retest must be only after getting the approval of COE/Competent Authority. The marks obtained in Continuous Assessment(s) shall be rounded (rounding up) to the nearest integer. The faculty who handles the course shall send the Continuous Assessment marks secured by each candidate to the COE.

5.1.2 Final Examination: There shall be one end-semester examination of 3 (three) hours duration for each lecture-based course conducted as per the procedures laid down in the Conduct of Examinations Regulations of JSB. The end semester examination will cover the full syllabus of the course. For Laboratory Based /Practical Based /Practice Based Subjects /Project Viva-Voce Examination/Skill Development Elective(s) subjects/courses, the duration shall be fixed by the COE. Final examination will normally be conducted at the end of semester and shall ordinarily be conducted between November and December during the odd semesters and between April and May in the even semesters. However, for Laboratory Based /Practical Based /Practice Based Subjects / Project Viva-Voce Examination/Skill Development Elective(s) final examination shall be scheduled anytime during/after the semester. Specific Supplementary Examination and General Supplementary Examinations may be conducted at such times as may be decided by Competent Authority. A student will be permitted to appear for the final examination of a semester only if, he/she has completed the study of that semester satisfying the requirements given in clause 4.3.3 of the academic regulations and registered simultaneously for the examinations in all the courses of the highest semester (currently studying semester) eligible and all the courses which he/she be in arrears of. A student, who is not permitted to appear for the final examination of a semester, is not permitted to proceed to the following semester. If a student indulges in malpractice during assessments/examinations, the student shall be liable for punitive action as prescribed by JSB's Conduct of Examinations Regulations from

time to time. A candidate who is absent in Final Examination in a course (including Laboratory Based /Practical Based /Practice Based Subjects) / Project Work / Skill Development Elective(s) after having registered for the same shall be considered to have appeared in that examination for the purpose of classification.

- 5.1.3** Students who have missed the end-semester written examinations on valid reason may make an application for supplementary examination duly recommended by the Mentor to the Competent Authority within five days from the date of examination missed. If the Competent Authority approves the request for Specific Supplementary Examination the same may be communicated to the COE and within 7 working days the COE may conduct the Specific Supplementary Examination. This provision shall hold good for Laboratory Based /Practical Based /Practice-Based Subjects / Project Viva-Voce Examination/Skill Development Elective(s) subjects/courses also.
- 5.1.4** Permission to take up a supplementary examination in the course(s) may be given under exceptional circumstances like hospitalization or accidents to the student.
- 5.1.5** A General/Specific Supplementary Examination for theory paper(s) alone will be conducted after declaration of the results of the final semester.

5.2 PASSING REQUIREMENTS

- 5.2.1** A Candidate who secures not less than 50% of total marks (Continuous Assessment and Final Examinations added together) prescribed for the course(s) along with a minimum of 50 % of the maximum marks prescribed for the Final Examination(s) (conducted at the end of the semester) in both theory and Laboratory Based /Practical Based /Practice Based / Skill Development Elective(s) subjects/courses (including project works) after the award of Grace/Moderation marks as per Conduct of Examinations Regulations of JSB, shall be declared to have passed in the Examination.
- 5.2.2** If a candidate fails to secure a pass in a particular course, it is mandatory that he / she shall register and reappear for the examination in that course during the next semester when examination is conducted in that course; he / she should continue to register for the examination and reappear for the examination till he / she secures a pass (subject to the maximum number of attempts/years given in Clause 3.2 of this Academic Regulations)
- 5.2.3** The internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass.

5.2.4 Evaluation of Internship /Project Work(s)

- i. The evaluation of Internship / Project Work(s) shall be done independently in the respective semesters in which the Final Project Report is submitted and marks shall be allotted as per the weightages given in Clause 5.1 of these Academic Regulations.
- ii. There shall be two assessments (each 25 marks) during the Internship/Project duration by an Internal Guide. The student shall make presentation on the progress made before the Internal Guide. The Competent Authority shall constitute the review committee consisting of Internal Guide and/or another Faculty member of JSB. The total marks obtained in the two assessments shall be 50 marks and rounded (rounding up) to the nearest integer. There will be a viva-voce examination/project final review before the End-Semester Examination conducted by a committee consisting of the Internal Examiner and one External Examiner. Internal examiner will be the Internal Guide under whose guidance the student has undergone the internship/project. However, if situation requires the Competent Authority shall appoint any of the Faculty member of JSB as Internal Examiner. The External Examiner shall be appointed by the Controller of Examinations from the panel of examiner(s) submitted by the Internal Guide/Examiner and approved by the Competent Authority.
- iii. The project work(s) shall be evaluated for a maximum of 100 marks of which 50 marks will be through internal assessment. There should be two reviews for the internship/project to be conducted separately with total internals 50 marks. The marks are to be distributed as detailed below:

Project Work	Internal		External	
	Review –I	Review – II	Project Report	Viva-voce / Project Final Review
	25	25	30	20

- iv. If a candidate fails in the viva-voce examinations/Project Final Review he / she has to resubmit the Project Report within 15 days from the date of declaration of the results. For this purpose, the same Internal and External examiner shall evaluate the resubmitted report within 15 days.
- v. A copy of the approved project report after the successful completion of Viva-voice Examinations / Project Final Review shall be kept in the library of JSB in digital format.
- vi. A student who secures a “P” grade (Prevented) in the project work shall be required to re-register and carry out the project work in the subsequent semester.

5.3 Classification of marks and Results

5.3.1 All assessments of a course will be done on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain points, will be awarded as detailed below:

Range of marks	Grade Points	Letter grade	Description	Class
90 – 100	9.0 – 10.0	O	Outstanding	
85 – 89	8.5 – 8.9	D+	Excellent	
75 – 84	7.5 – 8.4	D	Distinction	
70 – 74	7.0 – 7.4	A+	Very Good	First class
60 – 69	6.0 – 6.9	A	Good	First class
55 – 59	5.5 – 5.9	B+	Above Average	Second
50 – 54	5.0 – 5.4	B	Average	Second
< 50	0.0 – 4.9	U	Reappearance	
Absent		AAA	Absent	
Withdrawal		W	Withdrawal	
		P	Prevented from writing the examination due to insufficient attendance in the course [Academic Regulation 4.3.3 (i)]	

5.3.2 Computation of SGPA and CGPA

The SGPA is the ratio of sum of the product of the number of credits with 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.

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

$$\sum Z_i = \text{First Semester Total Credits}$$

The CGPA is calculated by taking into account all the courses undergone by a student over all the semesters of a programme, i.e., $CGPA = \sum (C_i \times S_i) / \sum Z_i$

5.3.3 A student is deemed to have passed and acquired the corresponding credits in a particular course if he / she obtained any one of the following grades: “O”, “D+”, “D”, “A+”, “A”, “B+”, “B”.

5.3.4 A Letter Grade of “U”, “AB”, “W”, “P” in any course implies the incompleteness of that course. ‘U’ denotes Reappearance (RA) is required for the examination in that particular course. “AAA” denotes Absent for the examination. ‘W’ denotes withdrawal from exam for the particular course. ‘P’ denotes Prevented due to insufficient attendance in the course as per Academic Regulation 4.3.3 (i).

5.3.5 Classification of grade awarded as Distinction, Excellent and Outstanding: A candidate who satisfies the following conditions shall be declared to have passed the examination in Distinction, Excellent and Outstanding:

- i) The student should have passed the End semester examination in all the courses of all the four semesters in his/her First Appearance within two years. Withdrawal from examination (vide Clause 8 of the academic regulations) will not be considered as an appearance.
- ii) One year authorized break of study (if availed of) is permitted in addition to two years for award of these grades.
- iii) Should have secured a CGPA between 7.5 and 8.4 for Distinction, between 8.5 and 8.9 for Excellent and between 9.0 and 10.0 for Outstanding.

5.3.6 Classification of grade awarded as First Class : A candidate who satisfies the following conditions shall be declared to have passed the examination in First class

- i) Should have passed the Final examination in all the courses of all the four semesters within four years which includes one year of authorized break of study, if availed of (or) Prevented from writing the End Semester examination due to lack of attendance, if applicable.
- ii) Should have secured a CGPA of not less than 6.0.

5.3.7 Classification of grade awarded as Second Class:

All other candidates (not covered in clauses 5.3.5 and 5.3.6) who qualify for the award of the degree shall be declared to have passed the examination in Second Class.

5.3.8 A candidate who is absent in semester examination in a course / project work after having registered for the same shall be considered to have appeared in that examination for the purpose of classification.

5.3.9 Notwithstanding anything contained herein in case of candidates admitted under clause 2.3.4 of this Academic Regulations, the Controller of Examinations shall issue “Statement of Marks / Grade Card” for the credits transferred in the respective semesters after taking into account exemptions granted/equivalences considered (including that of Continuous Assessment Marks awarded by the other institution from which the candidate is being transferred). For the purpose of arriving at the exemptions/equivalences the Competent Authority may appoint a committee and based on the recommendations of the committee the Controller of Examinations shall consider the transfer of credits/continuous assessment marks. In case of Transfer of Credit candidates, the “Statement of Marks/Grade Card” of JSB shall be issued only after surrendering of original “Statement of Marks/Grade Card” issued by the institution from the which the candidate is transferred to JSB.

5.4 Scheme of Examinations: The table shows the details of the subjects, assessment and credit thereof.

Semester	Code No.	Subjects	Assessment and Credit			
			CA* (%)	FE** (%)	Total	Credit
I	19MB1C01	Financial Analysis and Decision Making	50	50	100	4
	19MB1C02	Fundamentals of Management	50	50	100	4
	19MB1C03	Managerial Communication	50	50	100	4
	19MB1C04	Managerial Economics	50	50	100	4
	19MB1C05	Marketing Management – I	50	50	100	4
	19MB1C06	Statistics for Managers	50	50	100	4
	19MB1C07	Organisational Behaviour	50	50	100	4
	19MB1P01	Management Practice – I	50	50	100	2
II	19MB2C01	Business Research, Intelligence and Analytics	50	50	100	4
	19MB2C02	Essentials of Business Finance	50	50	100	4
	19MB2C03	Human Resources Management	50	50	100	4
	19MB2C04	Marketing Management - II	50	50	100	4
	17MB2C05	Entrepreneurship	50	50	100	4
	19MB2C06	Operations Management	50	50	100	4
	19MB2C07	Quantitative Methods for Decision Making	50	50	100	4
	19MB2P01	Management Practice – II	50	50	100	2
III	19MB3C01	Management Information Systems	50	50	100	4
	19MB3C02	Strategic Management	50	50	100	4
		Elective #	50	50	100	4
		Elective	50	50	100	4
		Elective	50	50	100	4
		Elective	50	50	100	4
		Elective	50	50	100	4
		Elective – Skill Development@	50	50	100	1
		Elective – Skill Development@	50	50	100	1
		Elective – Skill Development@	50	50	100	1
		Elective – Skill Development@	50	50	100	1
	19MB3C07	Project Viva-Voce	50	50	100	4
		Elective #	50	50	100	4
IV		Elective	50	50	100	4
	19MB4C01	Internship/Project	50	50	100	4
	19MB4A01	Comprehensive Learning Assessment	--	100	100	4
		Total Credits				112

*CA -Continuous Assessment ** FE - Final Examination

Students can select either a four-credit course or a combination of two laboratory based /practical based /practice based elective courses/subjects with 2 (two) credits wherever offered, subject to a maximum ceiling of 4 credits in one semester.

@ Students have to select four one-credit Skill Development Courses

5.4.1 Suggested Question Paper Model

The following table shows the suggested model/pattern of the question paper for the courses other than Laboratory Based /Practical Based /Practice-Based /Skill Development Elective(s)/Comprehensive Learning Assessment subjects/courses:

Section	Suggested pattern of questions	Maximum Marks	Suggested coverage in the syllabus
Section – A	Short answer questions of either-or type [Eg.1(a) or 1 (b) to 5 (a) or (b)]	5 x 7 = 35	5 Questions - 1 each from every unit
Section – B	Essay type answer – Any 3 out of 5 Questions	3 x 15 = 45	5 Questions – 1 each from every unit
Section – C	Compulsory Case	1 x 20 = 20	Covering any part of the syllabus
	Maximum Marks	100	

5.4.2 The pattern of the question paper for the Final Examination of the Laboratory Based / Practical Based / Practice-Based /Skill Development Elective(s) courses/subjects shall be decided by the duly appointed examiner for a particular final examination including the nature of the final examination to be conducted i.e., oral or written or both.

5.4.3 The “Comprehensive Learning Assessment” conducted at the end of the Fourth Semester shall evaluate the student’s with respect to their retained knowledge in all or select courses studied by them under the “Choice Based Credit System” during the programme in line with the Specific Program Outcomes of JSB (defined from time to time) such as Remembering, Understanding, Applying, Analysing, Evaluating and Creating Abilities. This evaluation shall be conducted through computer-based examination software with multiple choice questions. Students can take this computer-based examination for a maximum of three times within a span of ten days to complete the exam. Student’s best of the three scores will be considered as valid score in “Comprehensive Learning Assessment”. The total marks for this examination shall be 100 (One Hundred). A Candidate who secures not less than 50% (best of the three scores mentioned above) of total marks in the computer-based examination shall be declared to have passed in the Examination. If a candidate fails to secure a pass in “Comprehensive Learning Assessment”, clause 5.2.2 (to be read with Clause 3.2) of this Academic Regulations shall apply. The Classification of Marks and Results for ‘Comprehensive Learning Assessment’ shall be made as per the clause(s) 5.3 of this Academic Regulations.

5.5. List of Elective Courses for Semester III

The following table shows the list of elective courses under the elective areas in Semester-III: Finance, Human Resources, Marketing, Operations and Systems.

Semester III – List of Elective Courses			
Sl. No.	Course Code	Title of the Course in each Elective area such as Finance, Human Resources, Marketing, Operations and Systems	
Finance			Number of Credits
1	19MB3F01	Financial Services	4
2	19MB3F02	Financial Institutions, Markets and Systems	4
3	19MB3F03	Financial Modeling for Managers	4
4	19MB3F04	Financial Derivatives	4
5	19MB3F05	Investment Analysis and Portfolio Management	4
6	19MB3F06	Corporate Governance	4
7	19MB3F07	Investment Advisory Services – I [#]	2
8	19MB3F08	Investment Advisory Services – II [#]	2

Human Resources			Number of Credits
1	19MB3H01	Talent Acquisition	4
2	19MB3H02	Talent Management	4
3	19MB3H03	Organisation Development	4
4	19MB3H04	Cross Cultural Management	4
5	19MB3H05	Stewardship for Sustainable Business [#]	2
6	19MB3H06	Transactional Analysis for Interpersonal Effectiveness [#]	2

[#] Practice Based Subject with 2 Credits

Marketing			Number of Credits
1	19MB3M01	Services Marketing	4
2	19MB3M02	Rural Marketing	4
3	19MB3M03	Digital Marketing	4
4	17MB3M04	International Marketing	4
5	17MB3M05	Consumer Behaviour	4
6	15MB3M06	Customer Relationship Management	4
Operations			Number of Credits
1	19MB3O01	Supply Chain Management	4
2	19MB3O02	Enhancing Process Capabilities by Six Sigma	4
3	19MB3O03	Service Operations Management	4
4	19MB3O04	Logistics	4
5	19MB3O05	Assessment of Business Risks and Management of Risks & Crises	4
6	19MB3O06	Management of Technology	4
7	19MB3O07	Management of Projects	4
Systems			Number of Credits
1	19MB3S01	Software Project Management	4
2	15MB3S02	Enterprise Resource Planning	4
3	15MB3S03	Electronic Commerce	4

List of Skill Development Elective Courses			Emphasis and Application	Number of Credits
1	19MB3L01	Basics of Blockchain	Finance	1
2	19MB3L02	Basics of Mutual Funds	Finance	1
3	19MB3L03	Business Analytics	Operations	1
4	19MB3L04	Business Games	Operations	1
5	19MB3L05	Critical and Ethical Thinking	Human Resources	1
6	19MB3L06	Data Visualisation using MS Excel	General	1
7	19MB3L07	Decision Quality and Decision Analysis	Operations	1
8	19MB3L08	Essentials of Building Online Business	Marketing & Systems	1
9	19MB3L09	Essentials of Costing	Finance	1
10	19MB3L10	Foundations of Personal Finance	Finance	1
11	19MB3L11	Fundamentals of Distribution Management	Marketing	1
12	19MB3L12	Fundamentals of Sales Management	Marketing	1
13	19MB3L13	HR Business Partnership Skills	Human Resources	1
14	19MB3L14	Inventory Management	Operations	1
15	19MB3L15	Lean Manufacturing	Operations	1
16	19MB3L16	Optimization using MS Excel	General	1
17	19MB3L17	Purchase Management	Operations	1
18	19MB3L18	Rural Immersion Programme	Marketing	1
19	19MB3L19	Techniques to Improve Efficiency & Productivity	Operations	1

5.6 List of Elective Courses for Semester IV

The following table shows the list of elective courses under the elective areas in Semester-IV: Finance, Human Resources, Marketing, Operations and Systems.

Semester IV– List of Elective Courses			
Sl. No.	Course Code	Title of the Course in each Elective area such as Finance, Human Resources, Marketing, Operations and Systems	
Finance			Number of Credits
1	19MB4F01	Strategic Cost Management	4
2	19MB4F02	Behavioral Finance and Technical Analysis	4
3	19MB4F03	Multinational Business Finance	4
4	19MB4F04	Commercial Banking	4
5	19MB4F05	Corporate Taxation	4
Human Resources			Number of Credits
1	19MB4H01	HR Analytics [#]	2
2	19MB4H02	Employment Laws and Industrial Relations [#]	2
3	19MB4H03	Employee Engagement [#]	2
4	19MB4H04	Happiness and Well-being [#]	2

5	19MB4H05	Learning & Development	4
Marketing			Number of Credits
1	19MB4M01	Brand Management	4
2	15MB4M02	Marketing Strategy	4
3	17MB4M03	Business to Business Marketing	4
4	19MB4M04	Retailing Management	4
5	19MB4M05	Integrated Marketing Communication	4

Operations			Number of Credits
1	19MB4O01	Strategic Supply Chain	4
2	19MB4O02	Sustainable Development	4
3	19MB4O03	Energy Management and Audit	4

Systems			Number of Credits
1	15MB4S01	Emerging Trends in information Technology	4
2	19MB4S02	Information Technology for Strategic Business	4
3	19MB4S03	Business Intelligence and Data Mining	4

Practice Based Subject with 2 Credits

6. Declaration of Results

The results of each course will be declared by the Controller of Examinations, after getting the consent of the Competent Authority.

7. Revaluation

A candidate can apply for revaluation of his / her semester examination answer paper in a theory course, within 5 (five) days from the declaration of results, on payment of a prescribed fee through proper application to the COE through the Mentor. The COE will arrange for the revaluation and results will be intimated to the candidate concerned through the Mentor. Revaluation permitted only for theory courses.

A candidate can apply for revaluation of answer scripts for not exceeding 3 (three) subjects at a time.

8. Provision for withdrawal from the examination

8.5.A candidate may, for valid reasons, (medically unfit / unexpected family situations) be granted permission to withdraw from appearing for the examination in any course or courses in any one of the semester examinations during the entire duration of the

degree programme. For such permitted withdrawal, the candidate has to register and reappear in the subsequent semester.

8.6. Withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination (as per clause 4.3.3 of the academic regulations) and if it is made within 5 (Five) days before the commencement of the examination in that course or courses and also recommended by the Competent Authority.

8.7. Notwithstanding the requirement of mandatory 5 (Five) day notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case by the Competent Authority.

8.8. Withdrawal shall not be construed as an appearance for deciding the eligibility of a candidate for Distinction, Excellent and Outstanding.

8.9. Withdrawal is not permitted during final semester. Withdrawal is not permitted for arrears examinations of the previous semesters.

9. Authorised break from study

9.1 A candidate is normally not permitted to temporarily break the period of study. However, if a candidate happens to discontinue the programme temporarily in the middle of duration of study for valid reasons (such as accident or hospitalization due to prolonged ill health) and to re-join the programme in a later semester he / she shall apply to the Competent Authority in advance, in any case, not later than the last date for registering for the semester in question, through the Competent Authority stating the reasons.

9.2 The candidates permitted to re-join the programme after break of study / prevention due to lack of attendance (Prevented students), shall be governed by the Curriculum and Academic Regulations in force at the time of re-joining. The students re-joining in new Curriculum and Academic Regulations shall apply to the Competent Authority in the prescribed format for prescribing additional courses, if any, at the beginning of the readmitted semester itself, so as to compensate for the shortage of the credits, if any.

9.3 The authorized break of study will not be counted towards the maximum duration specified for passing all the courses for the purpose of classification (vide Clause 3.2 of the academic regulations).

9.4 The total period for completion of the programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 3.2 of the academic regulations irrespective of the period of break of study in order that he / she may be eligible for the award of the degree.

9.5 If any student is detained for want of requisite attendance (Prevented student), progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and Clause 9.3 is not applicable for this case.

9.6 In case of any valid reasons for extension of Break of Study, such extended Break of Study may be granted by the Competent Authority for a period not more than 1 (One) year in addition to the earlier authorized Break of Study. Such extended break of study shall be counted for the purpose of classification of degree (vide clause 5.3.5 and 5.3.6 of the Academic Regulations).

9.7 If the candidate has not reported back to the department, even after the extended Break of Study, the name of the candidate shall be deleted permanently from the enrolment of JSB. Such candidates are not entitled to seek readmission under any circumstances.

10. Eligibility for the Award of the M.B.A Degree

A student shall be declared to be eligible for the award of the Degree diploma, when he/she has fulfilled the following conditions.

- i) Registered for and undergone all the core/elective and supportive courses and completed the Project Work or field trip/work, etc., if any, as prescribed by the academic regulations.
- ii) Passed in the core courses and the required number of elective courses and the project(s).
- iii) Successfully earned the minimum number of credits prescribed in the curriculum of the M.B.A programme within the stipulated time.
- iv) Has no dues to JSB, Library and Hostels and
- v) Has no disciplinary action is pending against him/her.

All appeals regarding Award of M.B.A Degree will have to be addressed to Competent Authority. The Competent Authority's decision shall be final.

11. Disqualification for Award of M.B.A Degree

Students who have been convicted by any cognizable offence(s) shall be debarred from receiving degrees.

12. Discipline

Every student is required to observe disciplined and decorous behaviour both inside and outside the JSB campus. He/She should not indulge in any activity which might compromise the prestige and fair image of JSB.

Any act of indiscipline of a student reported to the Competent Authority will be referred to the Grievance Committee. The committee will investigate the charges / inquire into the act of indiscipline and if it finds the charges are substantiated will recommend to the

Competent Authority a suitable disciplinary action/punishment for approval and implementation.

The recommendation of the Committee will be considered by competent authority to take appropriate action.

The student may appeal to the Competent Authority and his decision shall be final.

13. Power to Modify

JSB may from time to time revise, amend or change the Academic Regulations, Scheme of Examinations and Syllabi, if necessary. Notwithstanding all that has been stated above the Competent Authority has the right to modify any of the above Academic Regulations from time to time.

Notwithstanding anything stated in these Academic Regulations, for any unforeseen issues arising, and not covered by these Academic Regulations, or in the event of differences of interpretation, the Competent Authority may take a decision, after obtaining if necessary, the opinion/advice of a Committee consisting of any or all the faculty members of JSB. The decision of the Competent Authority shall be final.
