

The Degree of Master of Business Administration (MBA)

Eligibility Criteria:

Candidates for the Degree of Master of Business Administration shall be required-

- a) To have passed a Bachelor's Degree [of minimum 3 years duration (10+2+3 system)] examination in any discipline of Acharya Nagarjuna University or any other recognized university (other than BFA & BOL) in Commerce, Arts, Science, Engineering, Technology or Agriculture with at least a second class with 50% of marks in the aggregate in group subjects in all the years of the study. In the case of SC & ST categories a relaxation of 5% marks is allowed.
- b) Candidates for admission into the M.B.A Degree course should have appeared and qualified at the Common Entrance Test conducted by A.P. State Council of Higher Education.
- c) A candidate should be required to take 32 papers including those in the areas of specialization. In addition, the candidate has to prepare a project report based upon 8 weeks in –house training received at commercial and industrial undertaking and take a viva-voce examination.

Attendance

Candidates shall put in attendance at the college for not less than 75% of the total number of working days. Condonation of shortage of attendance may be granted by the University on the recommendation of the Principal of the college concerned, provided that no condonation shall be recommended in the case of candidates who have not put in attendance at the college for at least 60% of the total number of working days.

Candidates who have put in less than 60% of attendance are not eligible for grant of condonation on shortage of attendance and also they are not eligible to appear in the University examination of that semester. Such candidates shall have to repeat the regular course of study of the corresponding semester in subsequent academic year, in order to become eligible to appear for the examination.

Short Visits

Besides the industrial study tour, candidate shall make short visits to different industrial establishments, corporate offices during the course of study.

Duration and Course of Study

The duration of the MBA Degree Programme is of two academic years, divided into two semesters of each year.

Time for the Completion of the Course

The candidates have to complete two years of the course within 5 years from the year of joining the course.

Award of Degree

The MBA Degree will be conferred on a candidate who has pursued a Regular Course of Study for two academic years as prescribed in the scheme of instruction and has passed all the examinations as prescribed in the scheme of examinations.

Scheme of Instruction and Examination

- a) Instruction in various subjects shall be provided by College as per the Scheme of Instruction and syllabi prescribed.
- b) At the end of each semester, University Examinations shall be held as prescribed in the Scheme of Examination.
- c) Each theory paper carries **100** marks of which **70** marks are earmarked for Semester-end Examination and **30** marks are earmarked for internal assessment to be awarded by the teacher concerned on the basis of two internal tests for **20** marks, **5** marks for participation in seminars and group discussion and **5** marks for attendance. Two internal tests are conducted and the performance of the best of two will be taken. However, if a student fails to take the tests/seminar/group discussion no supplementary internal tests/seminar/ group discussion will be conducted. No minimum qualifying marks is prescribed in case of internal assessment.
- d) If any student fails to get marks in internal assessment or abstains for the internal assessment tests, he/she has to get required marks in the semester-end examination for a pass.
- e) There will be double valuation of theory papers of semester end examination. In case of difference of above **20** of marks between the two valuations, it will be sent for a third valuation. In such cases the nearest two beneficial to the student will be taken for the purpose of declaring the results.
- f) Candidates who have put in the necessary attendance in a semester shall be permitted to continue the subsequent semester, irrespective of whether they have appeared or not at the semester- end examination, provided they have registered in all papers for the semester-end examinations. Registration means obtaining a Hall ticket for the said examination.

- g) Practical examinations in the even numbered semesters (II, IV and VI) of Post-Graduate courses may be conducted by external examiner appointed by the University from the panel of experts. The practical examinations in the remaining semester (I, III and V) may be conducted by the internal examiners drawn from the same Department/College.
- h) Under Semester system there will be no supplementary examinations.

Passing Standards

A Candidate should secure a minimum of 40% of marks in each semester-end theory paper of the University Examination (i.e. 28 marks out of 70 marks) and a minimum of 40% of total marks (i.e.; 40 marks out of 100 marks) for a pass. In the case of dissertation/ project work/field work/seminar /any such other assignment, where there is no internal assessment marks a candidate has to secure 40% for a pass.

Award of Division

Candidates who have passed all the examinations of the MBA Degree Programme shall be awarded Classes/Divisions in accordance with the total aggregate marks secured by them in all Semester Examinations taken together.

1. First Class with Distinction - 70% and above.
2. First Class - 60% and above but less than 70%
3. Second Class - 50% and above but less than 60%

First Class/ Second Class is awarded to a candidate as per the above classification, provided he/she completes the course within three years from the year of joining the course.

However, candidates who have passed the examinations in the first attempt along with the batch in which they are admitted will be eligible for the award of First Class with distinction.

Award of Ranks

Only those candidates who appear and pass the examination in all the papers of each semester at first appearance are eligible for the award of Ranks provided they have secured a minimum of second class.

Award of Gold Medals/Prizes

Only those candidates who appear and pass the examination in all the papers of each semester at first appearance are eligible for the award of Gold Medals and Prizes. The award of Gold Medals/Prizes is also subject to the other conditions prescribed for the respective Gold Medals/Prizes.

Betterment

The candidates are eligible to improve their aggregate percentage of marks in each semester separately or in all the semesters put together, provided they have passed the whole examination but secured less than 60% on the aggregate. Candidates who seek improvement in the aggregate percentage of marks (in a semester or in all the semester put together) to 60% and above are eligible to betterment examinations even in individual papers in which they have already secured 60% or above. But, no candidate who has already secured 60% or more marks in the aggregate either in the normal course or through betterment examination shall be eligible to appear for betterment examinations. Regular study candidates can appear for betterment examinations. Regular study candidates can appear for betterment examinations for each semester along with subsequent semester examinations only after passing in all papers of preceding semester end examination. They can also appear betterment examinations of any semester after passing the course, subject to any other conditions prescribed. However, there is no provision for betterment of the marks secured at internal tests.

Three chances are given for betterment examinations. For purpose of classification, only such examination, betterment or otherwise, which is completed within the period of three years from the date of joining MBA Degree Programme account. After the above prescribed period, marks secured at the betterment examination shall not be taken into account for awarding a class. However, these marks will be added for improvement of the percentage of marks of the percentage of marks of the candidate. The candidate has to pay prescribed betterment fees for every appearance.