

Bachelor in Business Administration (BBA)

Semester I		Semester II	
Course Description	CH	Course Description	CH
English I	3	English II	3
Business Mathematics I	3	Business Mathematics II	3
Financial Accounting I	3	Financial Accounting II	3
Principles of Management	3	General Psychology	3
Computer and IT Applications	3	Introductory Microeconomics	3
	15		15
Semester III		Semester IV	
Business Communication I	3	Business Communication II	3
Business Statistics	3	Data Analysis and Modeling	3
Essentials of Finance	3	Fundamentals of Organizational Behaviour	3
Fundamentals of Sociology	3	Principles of Marketing	3
Introductory Macroeconomics	3	Financial Management	3
	15		15
Semester V		Semester VI	
Basics of Managerial Accounting	3	Introduction to Management Information Systems	3
Business Research Methods	3	Legal Aspects of Business and Technology	3
Management of Human Resources	3	Business and Society	3
Fundamentals of Operations Management	3	Project Work	3
Concentration I	3	Concentration II	3
	15		15
Course Description	CH	Course Description	CH
Business Environment in Nepal	3	Strategic Management	3
Fundamentals of Entrepreneurship	3	Introduction to International Business	3
Internship	3	Essentials of e-Business	3
Elective I	3	Elective II	3
Concentration III	3	Concentration IV	3
	15		15

Concentration Area (Any one area, 12 CHs, 3CHs for each course)

Accounting Area	Marketing Area	Finance Area
Taxation	Consumer Behaviour	Corporate Finance
Auditing	Advertising and sales	Microfinance
Advanced Management	Promotion	Investment Management
Accounting Accounting	Sales Management	Bank Operations and Management
Information System	Retail Marketing	Risk Management and Insurance
Accounting Reports and	Service Marketing	Fundamentals of Financial
Financial Statement Analysis	Foreign Trade	Derivatives
Special Topics in Accounting	Management	Financial Institutions and Markets
Human Resource	Small Business and Entrepreneurship	
Labour-Management Relations	Small Business	Entrepreneurship
Contemporary Issues in HRM	Entrepreneurship	Small Business Finance
Compensation and Benefits Management	Rural Marketing	Retail Management
Negotiation and Conflict Management	Retail Management	Social Entrepreneurship
Performance Appraisal	Social Entrepreneurship	Venture Ideas and Models
Human Resource Development		

Elective Course (Any two courses, 3 CHs for each course)

Society and Politics	Energy and Sustainable Development
Econometric	Technology for Development
Environment and Ecology	Population Dynamics and Development Challenges
Media and Public Relations	Creative Thinking and Problem Solving

Bachelor of Business Administration in Banking and Insurance (BBA-BI)

Semester I		Semester II	
Course Description	CHs	Course Description	CHs
English I	3	English II	3
Business Mathematics I	3	Business Mathematics II	3
Introductory Microeconomics	3	Financial Accounting I	3
Fundamentals of Sociology	3	Principles of Management	3

General Psychology	3	Introductory Macroeconomics	3
	15		15
Semester III		Semester IV	
Business Communication	3	Risk and Insurance Management	3
Business Statistics	3	Essentials of Finance	3
Principles of Insurance	3	Data Analysis and Modeling	3
Financial Accounting II	3	Basics of Managerial Accounting	3
Fundamentals of Organizational Behavior	3	Business Research Methods	3
	15		15
Semester V		Semester VI	
Introduction to Management Information Systems	3	Essentials of e-Business	3
Financial Institutions and Markets	3	Financial Management	3
Credit Risk Management	3	Legal Aspects of Banking and Insurance	3
Management of Human Resources	3	Life and Health Insurance	3
Principles of Marketing	3	Internship	3
Project Work	3		
	18		15
Semester VII		Semester VIII	
Fundamentals of Operations Management	3	Business Environment in Nepal	3
Property and Liability Insurance	3	Strategic Management	3
International Banking and Insurance	3	Treasury Operations	3
Management of Commercial Banks	3	Elective II	3
Elective I	3		
	15		12

Electives Course (any two courses, 6 CHs, 3 CHs each course)

Corporate Finance	IT for Financial and Insurance Services
Microfinance	Special Topics in Insurance
Fundamentals of Financial Derivatives	Insurance Business and Legal Environment
Trade Finance	Portfolio and Investment Analysis
Marketing of Banking and Insurance Products	

Committees, Cells and Sections

The academic activities are performed through various committees, Cells and Sections in SOB. Graduate Research Project Committee looks after the graduate research projects, Research Management Cell (RMC) is responsible for research, publication and faculty development training, and Faculty Grants Committee that works for the evaluation of the research proposal, distribution of grants and maintain the quality of the research. Similarly, student focused cell viz. Students Affairs and Professional Development Cell which provides supports and guidance to students for their future career. EMIS cell is responsible to maintain all information of SOB.

Corporate Relation and Placement Cell establishes good relationship with corporate sector and ensure the job placement to students. Alumni Cell is also in action to up to date the records of the ex-students, bridge between SOB and ex-students.

Administrative function has been performed through various section viz. general administration, financial administration, Educational Administration, Procurement, Store and EMIS section.

Students activities are also supported by different cells and committees as well as by the various volunteer organizations founded, run and promoted by students themselves. These are also called quality Circle.

For further Inquiry contact

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SCHOOL OF BUSINESS

(Constituent College of Pokhara University)

Estd. 1999

INFORMATION BROCHURE

Pokhara Metropolitan City-30

Dhungepatan, Pokhara, Kaski

www.pu.edu.np

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Pokhara University

Pokhara University is an autonomous, not-for-profit institution dedicated to maintain high standards of academic excellence established in 1997(2054 B.S.s) under Pokhara University Act, 1996. It is committed to develop leaders in professional areas through quality education. The university aims to provide quality education mobilizing local resources with participation of private sector's investment. By the date of establishment, it is fifth university and in terms of size of the students, it is second largest university. University has four constituent colleges namely School of Business, School of Health and Allied Science, School of Engineering, and School of Development and Social Engineering. Moreover, there are 58 affiliated colleges and three joint constituent colleges.

Faculty of Management Studies

The faculty offers Bachelors, Master and Doctoral level program. Six programs under Master level, and seven programs under Bachelors level including a post graduate diploma program are running under FMS. Doctoral program in management has been run under the Council for Doctoral Studies.

Masters Level Programs

Programs	Months	T/S	CH
Master of Business Administration	24	6 T	66
Master of Business Administration (Global Business)	24	6 T	69
Master of Business Administration (Finance)	24	6 T	69
Master of Business Administration (Executives)	18	3 S	48
Master of Business Administration (Jobholder)	32	8 T	66
Master of Health Care Management (MHCM)	24	4 S	54
Master of Computer Information System (MCIS)	24	4 S	60

T: Trimester (4 month of each session), S: Semester (6 month of each session)

Bachelor's Level Programs

Programs	Year	Sem.	CH
Bachelor of Business Administration (BBA)	4	8	120
Bachelor of Business Administration-Banking and Insurance (BBA-BI)	4	8	120
Bachelor of Health Care Management (BHCM)	4	8	60
Post Graduate Diploma in Health Care Management (PGDHCM)	1.5	3	36
Bachelors of Hotel Management (BHM)	4	8	120
Business Administration in Travel and Tourism (BBA-TT)	4	8	120
Bachelors of Computer Information System (BCIS)	4	8	126

School of Business

The School of Business was established in 1999 as a first constituent college of PU. Initially, it was named Pokhara University Campus which was changed to Management Campus and recently the name has been changed as School of Business. School Management Committee constitute five members under the Chairmanship of Dean of Faculty of Management Studies, Director, and three persons nominated by Vice Chancellor, Registrar and Dean representing different sectors (among the educationist, employers and teachers of SOB).

Program	Intake Month	Total Quota	Scholarship Quota
MBA Regular	March / August	60 / 30	12 / 6
MBA Jobholder	August	30	0
BBA	August	96	19
BBA-BI	August	48	10

Research Activities

There are number of committee viz.: Research Management Committee, Faculty Grants Committee, Graduate Research Project Committee, Journal publication committee and Project Works Committee which encourages faculties and students to carry out the research related activities in a regular basis. School of Business carries out number of research activities. Journal of Business and Management is official research based publication of School. School provides Faculty Research Grants in a regular basis to enhance the research capacity of the faculty members.

Admission Procedure

The entry requirement for a new student in both MBA programs (regular and jobholder) will be minimum of 15 years formal education (12 years of schooling plus three years of graduation) in any discipline like Management, Humanities, Social Science, and

Education from recognized university by Pokhara University with minimum second division (45%) or not less than CGPA2 out of 4.0 scale. Besides the basic academic requirements, the entrance examination will be held. The admission for MBA (Full-Time) program is taken twice a year in every March and August session while MBA (Part time) program is taken once a year in August session. Furthermore, the applicant must have secured a minimum CGPA of 2 or 45 percent in Bachelor's level. The final decision on admission is taken on the basis of scores on the admission test, group discussions and interviews. The selection procedure is based on written examination, group discussion, personal interview along with the marks obtained in SLC, Higher Secondary, and Bachelors level. Enrolment is conditional upon completion of all admission formalities, furnishing required documents and payments of fees.

Evaluation and Grading System

In Bachelor's level, 50% evaluation is done by subject teacher based on attendance, participation in class discussion, group discussion, and individual presentation, project work, field work, and written examination. In Master level, 60% evaluation is responsibility of teacher and 40% evaluation is done by Office of the Controller of Examinations (COE) in first and last trimester. But, remaining trimesters, 100% evaluation is done by subject teacher. The pass mark in each course will be a minimum Grade of C or GPA of 2. However, students must secure a minimum CGPA of 3 at the end of the program.

The letter grading, honor point and description of the evaluation system for Bachelors and Master Level is as follows:

Master Level			Bachelors Level		
Grade	Honor points (CGPA)	Description	Grade	Grade Point	Description
A	4.0	Excellent	A	4	Excellent
A-	3.7		A-	3.7	
B+	3.3	Good	B+	3.3	
B	3.0	Fair	B	3	Good
B-	2.7		B-	2.7	
C+	2.3		C+	2.3	
C	2.0	Pass in individual course	C	2	Satisfactory
C-			C-	1.7	
D+			D+	1.3	
D			D	1	Minimum Requirement
F	0	Fail	F	0	Fail

Curriculum Structure

MBA -Regular

Trimester I	CH	Trimester II	CH
Course Title		Course Title	
Business Statistics	3	Emerging Concepts in Management	2
Economic Analysis for Business	3	Managerial Communication	2
Management Information System	3	Data Analysis for Decision Modelling	2
Financial Reporting and Analysis	3	Macroeconomics and the Global Economy	2
		OB and Leadership	2
		Communication Skill Practicum	1
Trimester III		Trimester IV	
Managerial Accounting	2	Entrepreneurship and Innovation	2
Financial Management	2	International Business Operations and	2
Marketing Management	2	Service Management	2
Human Resource Management	2	Concentration I	2
Business Research Methodology	2	Concentration II	2
E-Commerce: Practicum	1	Business Development Plan: Graduate Seminar	1
Trimester V		Trimester VI	
Concentration III	2	Business Environment Analysis Strategic	3
Concentration IV	2	Management	3
Elective I	2	Graduate Research Project	3
Elective II	2	Corporate Governance: Graduate Seminar	1
Internship	3		

MBA- Jobholder

The course is designed for the jobholder students who has limited time to study. The duration of course is 32 months.

Trimester I	CH	Trimester II	CH
Course Title		Course Title	
Business Statistics	3	Economic Analysis for Business	3
Management Information System	3	Emerging Concepts in Management	2
Financial Reporting and Analysis	3	Managerial Communication Skill Practicum	1
Trimester III		Trimester IV	CH
Macroeconomics and the Global Economy	2	ACC 516 Managerial Accounting OB and Leadership	2
Data Analysis for Decision Modelling	2	Business Research Methodology	2
Financial Management	2	International Business	2
Marketing Management	2	Business Development Plan : Graduate Seminar	1
E-Commerce: Practicum	1		
Trimester V		Trimester VI	
Operations and Service Management	2	Entrepreneurship and Innovation	2
Human Resource Management	2	Concentration III	2
Concentration I	2	Concentration IV	2
Concentration II	2		
Human Resource Development Seminar (non-credit)	2		
Trimester VII		Trimester VIII	
Elective I	2	Business Environment Analysis	3
Elective II	2	Strategic Management	3
Internship	3	Corporate Governance: Seminar	1
		Graduate Research Project	3

Concentration Areas and Elective courses for MBA and MBA Jobholder

Concentration Areas(4 courses from any one concentration area for both MBA full time and part time)

Finance	Marketing	Management Science and Systems
Financial Institutions and Markets	Service Marketing Strategy Marketing Research Consumer Behavior Promotions Management Global Marketing Strategic Brand Management	Business Processing Re-engineering Total Quality Management System Analysis and Design Optimization Theory Decision Support System Supply Chain and Global Operations Database Management Business Simulation
Portfolio Management and Security Analysis		
International Finance		
Financial Derivatives and Risk Management		
Management of Capital Investment Decisions		
Corporate Financing Decisions		
Working Capital Management		
Financial Restructuring Strategy		

Human Resource Management	General Management
HRD Strategies	Organizational Development
Compensation Management	International Management
Career Development Strategies in HRM	Management Challenges in Emerging Economies
Employee Relations Management	Conflict Management and Negotiation Strategies
Performance Management	Managing for Quality Improvement
International HRM	Knowledge Management
Seminar in HRM	Competitive Strategy
	Seminar in General Management

Elective Course (2 courses from the following courses, 2 credits per course)

Real Estate Management	Multinational Management	Insurance and Risk Management
Management of Technology	Social Entrepreneurship	Business Tax Planning
Tourism and Hospitality Management	Strategies for Sustainable Management	Bank Operations and Management
Project Management	Management of Service Sector Organizations	Rural Marketing and Agribusiness
Rural Marketing and Agribusiness	Productivity Perspective in Management Development	Econometric