

**REGULATIONS PERTAINING TO MASTER OF FINANCE AND ACCOUNTING**  
**(M.F.A) COURSE UNDER CBC SYSTEM FROM 2014-15 ONWARDS**

**1. OBJECTIVE:**

The broad objective of the Master of Finance and Accounting course is to impart to the Students, professional education and training in various aspects of business and its environment and provide them with opportunities to develop managerial and analytical skills in order to meet the challenges of business at the national and global level.

**2. Eligibility for Admission:**

A candidate who has passed the B.Com/B.B.M/BBA/BBS Degree examination of this University or of any other University recognized as equivalent thereto and has secured not less than 50% of the marks in the aggregate shall be eligible for admission to the course. In the case of SC/ST/Cat-I students and blind students the minimum percentage of marks required shall be less by 5%.

**3. Duration of the Course:**

The course of study for M.F.A, degree shall extend over a period of two years divided into 4 (four) semesters. Each Semester will be of 16 weeks or more duration with a minimum of 90 actual working days.

**4. Scheme of Instruction:**

1. In each semester there will be seven papers (including practicals)
2. There will be 27 contact hours per week. This includes practicals.
3. Candidates are required to maintain record for computer practicals, which will have to be certified by the Chairman / Co-ordinator of the course, failing which students will not be permitted to take the end semester examination in that subject.

**5. Attendance:**

Each course (theory/practical) shall be treated as an independent unit for the purpose of attendance. A student shall attend a minimum of 75% of the total instruction hours in a course (theory/practical) including tutorials and seminars in each semester. There shall be no provision for condonation of shortage of attendance and a student who fails to secure 75% attendance in a course shall be required to repeat that semester.

**6. Medium of Instruction:**

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

## 7. Registering for the Examination:

A candidate shall register for all the papers of a semester when he appears for the examination of that semester for the first time.

## 8. Scheme of Examination:

8.1 There shall be a University examination at the end of each semester.

8.2 The details of the scheme of examination are as given below:

Sl. No.	Course	Duration	No. of papers per semester	Maximum Marks of Per Semester	No. of Credits
1	M.F.A	I & II	6+1	700	52 (26+26)

8.3 Each semester will normally have six (Hardcore) and one (soft core) paper and each shall be for 100 marks.

8.4 Each semester will normally have six papers and each shall be for 100 marks.

8.5 (i) The composition of theory and internal assessment marks for each paper will be 70 and 30 respectively. However, in Computer related papers it will be 70+30 (theory + practical).

ii. Duration of examination per theory paper of 70 marks shall be for 3 hours, for practicals it will be 1 $\frac{1}{2}$  (one and half) hours.

iii. Practical records will be evaluated as part of the practical examination.

iv. In case of practical examinations, students will be assessed on the basis of knowledge of processes, skills operations involved, results/calculations and reporting.

v. Practical examination will be conducted with both internal and external examiners. If the external examiner absents, then the examination will be conducted by two internal examiners.

8.6 Every theory paper shall ordinarily consist of two/three sections, developed to testing of conceptual skills, understanding skills, comprehension - skills, articulation and application skills.

8.7 (i) In case of theory papers the various components of internal assessment will be as follows:

- i. Assignment – 5 Marks
- ii. Attendance – 5 marks
- iii. Internal Test – 20 Marks

(The test shall be for 1 $\frac{1}{2}$  hour duration carrying 40 marks. The marks scored by the candidate shall be later reduced to 20 marks).

- (ii) The Departmental Council / College / Centre shall notify in the first week of each semester, scheme of internal assessment, containing the details of tests, assignments, and seminars.
- (iii) Co-ordination Committee: In order to monitor IA tests there shall be Co-ordination Committee consisting of the following:
1. Chairman BOS: Chairman
  2. One senior faculty member
  3. Two members from affiliated colleges as recommended by the BOS
- (iv) At least one week prior to the last working day, I.A. marks secured by the candidates shall be displayed on the notice board.
- (v) The Departmental Council / College / Centre may decide to give test/seminar to candidates who absent themselves for the above, only if the Council is convinced that the absence of the candidate is on valid grounds. However, the Council will allow the candidate to avail of this provision within the duration of that semester.
- (vi) The statement of internal assessment shall be sent to the Registrar (Evaluation) one week prior to the commencement of that particular semester examination.

**Question Paper Pattern:**

**Section – A:**

Answer any Seven Questions out of Ten. Each Question Carries Two Marks (7x2=14)

**Section – B:**

Answer any Four Questions out of Six. Each Question Carries Five Marks (4x5=20)

**Section – C:**

Answer any Three Questions out of Five. Each Question Carries Twelve Marks (3x12=36)

**9. Internship Training:**

Each student will select one business unit – a manufacturing or service organization for his training after the second semester. The student will study the organizational structure, financial position, information systems, customer profile, profile of competitors and the like, besides studying the marketing, HR and operations practices and submit a report in the beginning of third semester which will be evaluated for 50 marks by single examiner.

**10. Dissertation:**

Each candidate is required to develop a case in finance/accounting/banking and analyse the same with probable solutions and submit a report based on the above to the Chairman of the Department before the end of semester. This will be evaluated for 200 marks. Dissertation guidance for a faculty member will involve a workload of 5 hours per week in a semester. Dissertation guidance of 8 students by a faculty member will be equivalent to the teaching of one paper per semester. Viva voce examination will be conducted for 50 marks by BOE.

## **11. Board of Examiners and Valuation of Answer Scripts:**

- 11.1 Each written paper shall be valued by one internal examiner and one external examiner. Each practical examination shall be jointly conducted and evaluated by one internal examiner and one external examiner or two external examiners if there are no internal examiners. But not by two internal examiners.
- 11.2 If the difference in marks between two valuation is more than 15% of the maximum marks, the Registrar (Evaluation) or his nominee shall check the entries and the total marks assigned by the two valuers. If there is any mistake in totaling, it shall be rectified. While checking the total, if it is observed that any one or more of the answers is not valued by one of the valuers, the Chairman, BOE shall advise internal members of the Board of Examiners to value that answer. After receiving the marks, the Chairman, BOE shall make the necessary corrections. Despite all these corrections, if the difference between the two valuations is still more than 15%, the Chairman, BOE shall arrange for third valuation by examiners from the approved panel of examiners.
- 11.3 In case of two valuations, the average of the two valuations and if there are three valuations, the average of the nearest two valuations shall be taken for declaring results. The candidates not satisfied with the results may apply for photocopies of the answer scripts and / or challenge valuation.

## **12. Challenge Valuation:**

A student who desires to challenge the marks awarded to him/her may do so by submitting an application along with the prescribed fee to the Registrar (Evaluation) within 15 days after the announcement of the results. Such candidates shall be provided with a Xerox copy of the answer book after concealing the name of the valuers.

The answer scripts for which challenge valuation is sought for shall be sent to another external examiner. The average of the marks awarded in the challenge valuation and the marks of the earlier valuation which is closer to the challenge valuation shall be the final award.

## **Classification of Successful candidates:**

Minimum for a pass in each paper shall be 40% (Semester paper in that/end paper no minimum for internal assessment) and 50% in aggregate of all the semester. However, minimum pass in each paper shall be 40% in semester end exam and 50% in aggregate of all papers in that semester.

The results of successful candidates at the end of each semester shall be declared on the basis of Percentage of Aggregate Marks and in terms of Grade Point Average (GPA) and alpha – sign grade. The results at the end of the fourth semester shall also be classified on the basis of Percentage of Aggregate Marks and on the basis of the Cumulative Grade Point Average (CGPA) obtained in all the four semesters and the corresponding overall alpha –

sign grade. An eight point grading system, alpha – sign grade as described below shall be adopted.

First Class with Distinction	70% and above (A+, A++ or O)
First Class	60% and above but less than 70% (A)
High Second Class	55% and above but less than 60% (B+)
Second Class	50% and above but less than 55% (B)
Pass Class	40% and above but less than 50% (C)

**Eight Point Alpha – Sign Grading Scale:**

Grade Point Average	<4	4-<5	5-<5.5	5.5-<6	6-<7	7-<8	8-<9	9-10
Alpha-Sign Grade:	D	C	B	B+	A	A+	A++	O

The Grade Point Average (GPA) in a Semester and the Cumulative Grade Point Average (CGPA) at the end of fourth semester shall be computed as follows:

**Computation of Grade Point Average (GPA):**

The grade points (GP) in a course shall be assigned based on the basis of actual marks scored in that course as per the table below. They shall be generally percentages divided by 10. The Grade Point Weights (GPW) shall then be calculated as the product of the grade points earned in the course and the credits for the course. The total GPW for a semester is obtained by adding the GPW of all the courses of the semester.

**ILLUSTRATION 1 (26 Credits)**

Papers	P1	P2	P3	P4	P5	P6	P7	Total
Max. marks	100	100	100	100	100	100	100	700
% Marks Obtained	77	73	58	76	64	66	82	496
Grade Points Earned (G.P.)	7.7	7.3	5.8	7.6	6.4	6.6	8.2	-
Credits for the Course (C)	4	4	4	4	4	4	2	26
Total GPW = GP x C	30.8	29.2	23.2	30.4	25.6	26.4	16.4	182

Semester Aggregate Marks : **496 / 700 = 70.86%**

Classification of Result : First Class with Distinction

The GPA shall then be computed by dividing the total GPW of all the courses of study by the total credits for the semester,  $GPA = \text{Total GPW} / \text{Total Credits} = 182 / 26 = 7.0$

Semester Alpha Sign Grade: A+

**ILLUSTRATION 2 (24 Credits)**

Papers	P1	P2	P3	P4	P5	P6	Total
Max. marks	100	100	100	100	100	100	600
% Marks Obtained	67	73	78	76	84	88	466
Grade Points Earned (G.P.)	6.7	7.3	7.8	7.6	8.4	8.8	-

Credits for the Paper	4	4	4	4	4	4	24
Total GPW = GP x C	26.8	29.2	31.2	30.4	33.6	35.2	186.4

Semester Aggregate Marks:  $466 / 600 = 77.67\%$

Classification of Result: First Class with Distinction

GPA = Total GPW / Total Credits =  $186.4 / 24 = 7.77$

Semester Alpha Sign Grade: A++

### **Calculation of Cumulative Grade Point Average (CGPA):**

The Cumulative Grade Point Average (CGPA) at the end of the fourth semester shall be calculated as the weighted average of the semester GPW. The CGPA is obtained by dividing the total of GPW of all the four semesters by the total credits for the programme.

#### **ILLUSTRATION I**

Semester	I	II	III	IV	Total
Total Marks per Semester	700	700	600	600	2600
Total Marks Secured	496	560	466	510	2032
Semester Alpha Sign Grade	A+	A++	A+	A++	-
Semester GPA	7.0	8.0	7.77	8.5	-
Semester Credits	26	26	24	24	100
Semester GPW	182	208	186.5	204	822.9

Aggregate Percentage of Marks =  $2032 / 2600 = 78.15\%$

Classification of Result: ***First Class with Distinction***

Cumulative Grade Point Average (CGPA)

= Total of Semester GPW / Total Credits for the programme =  $780.5 / 100 = 7.805$

Programme Alpha Sign Grade: A++

These are the sample illustrations of computing semester grade point averages and cumulative grade point average and the alpha – sign grades assigned.

### **13. MINIMUM FOR A PASS:**

- 13.1 A candidate shall be declared to have passed the PG program if he/she secures at least a CGPA of 4.0 (Course Alpha-Sign Grade C) in the aggregate of both internal assessment and semester end examination marks put together in each unit such as Theory Papers / Practical's / Project Work / Dissertation / Viva-Voce.
- 13.2 The candidates who pass all the semester examinations in the first attempts are eligible for ranks provided they secure at least CGPA of 6.0 (or Alpha-Sign Grade A).
- 13.3 The results of the candidates who have passed the fourth semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed Lower semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations.

- 13.4 A candidate who passes the semester examinations in parts is eligible for only Class / CGPA and Alpha-Sign Grade but not for ranking.
- 13.5 There shall be no minimum in respect of internal assessment.
- 13.6 A Candidate who fails in any of the unit / project work / Project Report / dissertation / viva-voce shall reappear in that unit / project work / Project Report / dissertation / viva-voce and pass the examination subsequently.
- 14. CARRY OVER PROVISION:** Candidates who fail in a lower semester examinations may go to the higher semesters and take the examinations.

**15. REJECTION OF RESULTS:**

- i. A candidate who fails in one or more papers of a semester may be permitted to reject the result of the whole examination of that semester. Rejection of result paper wise shall not be permitted. A candidate who rejects the results shall appear for the examination of that semester in the subsequent examination.
- ii. Rejection shall be exercised only once in each semester and the rejection once exercised shall not be revoked.
- iii. Application for rejection along with payment of the prescribed fee shall be submitted to the Registrar (Evaluation) through the department/college together with the original statement of marks within 30 days from the date of publication of the result.
- iv. A candidate who rejects the result is eligible for only class and not for ranking.

**16. IMPROVEMENT OF RESULTS :**

- i) A candidate who has passed in all the papers of a semester may be permitted to improve the result by reappearing for the whole examination of that semester.
- ii) The reappearance could be permitted twice during double the period without restricting it to the subsequent examination only. The regulation governing maximum period for completing various degree/ diploma programme notified by the University from time to time shall be applicable for improvement of results also.
- iii) The student could be permitted to apply for the improvement examination 45 days in advance of the pertinent semester examination whenever held.
- iv) If the candidate passes in all the subjects in reappearance, higher of the two aggregate marks secured by the candidate shall be awarded for that semester. In case the candidate fails in the reappearance, candidate shall retain the first appearance result.
- v) A candidate who has appeared for improvement is eligible for class only and not for ranking.

Internal assessment marks shall be shown separately in the marks card. A candidate who has rejected the result or who, having failed, takes the examination again or who has appeared for improvement shall retain the internal assessment marks already obtained.

A candidate who fails in any of the semester examinations may be permitted to take the examinations again at a subsequent appearance as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years.

#### **17. POWER TO REMOVE DIFFICULTIES**

- i) If any difficulty arises in giving effect to the provisions of these regulations, the Vice-Chancellor may by order make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty.
- ii) Every order made under this rule shall be subject to ratification by the Appropriate University Authorities.



**M.F.A (MASTER OF FINANCE AND ACCOUNTING) - COURSE MATRIX****SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)**

Paper	Subjects	Instruction Hrs/Week	Duration of Exam (Hrs)	Marks			Credits
				IA	Exam	Total	
<b>I SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)</b>							
1.1	Accounting Conventions & Standards	4	3	30	70	100	<b>4</b>
1.2	Managing People in Organisations	4	3	30	70	100	<b>4</b>
1.3	Micro & Macroeconomics for Business Decisions	4	3	30	70	100	<b>4</b>
1.4	Managerial Finance	4	3	30	70	100	<b>4</b>
1.5	QT for Accounting and Finance	4	3	30	70	100	<b>4</b>
1.6	Financial Markets and Services	4	3	30	70	100	<b>4</b>
1.7	<b>Soft Core</b> Business Legal Systems	3	3	30	70	100	<b>2</b>
<b>I SEMESTER TOTAL OF CREDITS</b>							<b>26</b>

**II SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)**

Paper	Subjects	Instruction Hrs/Week	Duration of Exam (Hrs)	Marks			Credits
				IA	Exam	Total	
<b>II SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)</b>							
2.1	Contemporary Issues in Accounting	4	3	30	70	100	<b>4</b>
2.2	Information Technology for Accounting & Finance	4	3	30	70	100	<b>4</b>
2.3	Corporate Tax Planning	4	3	30	70	100	<b>4</b>
2.4	Securities Analysis and Portfolio Management	4	3	30	70	100	<b>4</b>
2.5	Strategic Cost and Management Accounting	4	3	30	70	100	<b>4</b>
2.6	Asset Liability Management In Banks	4	3	30	70	100	<b>4</b>
2.7	<b>Soft Core</b> Business Research Methods	3	3	30	70	100	<b>2</b>
<b>II SEMESTER TOTAL OF CREDITS</b>							<b>26</b>

### III SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)

Paper	Subjects	Instruction Hrs/Week	Duration of Exam (Hrs)	Marks			Credits
				IA	Exam	Total	
<b>III SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)</b>							
3.1	Business Ethics & Corporate Governance	4	3	30	70	100	<b>4</b>
3.2	Goods and Service Taxes	4	3	30	70	100	<b>4</b>
3.3	Forex and Derivatives	4	3	30	70	100	<b>4</b>
3.4	Insurance and Risk Management	4	3	30	70	100	<b>4</b>
3.5	Advanced E – Business	4	3	30	70	100	<b>4</b>
3.6	<b>Open Elective</b>	4	3	30	70	100	<b>4</b>
3.7	<b>Internship Project Report</b>	--	--	--	50	50	<b>2</b>
<b>III SEMESTER TOTAL OF CREDITS</b>							<b>26</b>

### IV SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)

Paper	Subjects	Instruction Hrs/Week	Duration of Exam (Hrs)	Marks			Credits
				IA	Exam	Total	
<b>IV SEMESTER M.F.A (MASTER OF FINANCE AND ACCOUNTING)</b>							
4.1	Strategic Management	4	3	30	70	100	<b>4</b>
4.2	International Accounting	4	3	30	70	100	<b>4</b>
4.3	International Financial Management	4	3	30	70	100	<b>4</b>
4.4	Strategic Financial Management	4	3	30	70	100	<b>4</b>
4.5	<b>Dissertation</b>	18	--	Viva -Voce 50	200	250	<b>10</b>
<b>IV SEMESTER TOTAL OF CREDITS</b>							<b>26</b>

#### Open Elective

- a. Income Tax
- b. Finance and Banking

### **3.1 Business Ethics and Corporate Governance**

#### **Objectives:**

1. To make the student conscious about ethical values in real life and in business.
2. To make students internalize ethical values and practices.

#### **Module – 1:**

**Ethics in Business:** Definition of business ethics – A model of ethics; ethical performance in business; managerial values and attitudes; ethical congruence; managerial philosophy; types of ethics ; code of ethics; importance of ethics in business.

#### **Module – 2**

**Ethical Theories and Corporate social responsibility:** Cognitivism and non-cognitivism; consequentialism versus non-consequentialism- Utilitarianism; Religion and ethics; Kantianism versus Utilitarianism; Business and Religion; Ethics and Social responsibility: Corporate social responsibility; changing expectations; diagnostics model of social responsiveness; four faces of social responsibility- ethical climate in companies.

#### **Module – 3**

**Ethics in Marketing:** Ethical dilemmas in marketing- unethical marketing practices- ethical and social issues in advertising- common deceptive marketing practices-role of consumerism.

**Ethics in Finance:** Unethical financial practices – creative accounting- hostile takeovers- tax evasion- corporate crimes.

#### **Module – 4**

**Ethics in Human Resources Management:** Human resource system- psychological expectancy model- Human resource management practices and ethical implications- Individualism versus collectivism in human resource management practices

**Ethics and Information Technology:** Ethical issues relating to computer applications; security threats – computer crime- computer viruses- software piracy- hacking – computer crime prevention – ethical dilemmas and considerations.

#### **Module – 5**

Concept of corporate governance – importance - Corporate governance and agency theory. Benefits of good corporate governance - present scenario in India.

Reforming Board of Directors, Birla committee, Naresh Chandra Committee, Narayana Murthy committee, Corporate Governance code future scenario.

#### **Books for Reference:**

1. S.K. Chakraborty: *Foundations of Managerial Work Contributions from Indian Thought*, HPH, Bombay.
2. V.S. Mahesh: *Thresholds of Motivation*, Tata McGraw Hill.
3. Pradip N. Khandwalla: *Organisational Designs for Excellence*, Tata McGraw Hill.
4. Theophane A. Mathias: *Corporate Ethics*, (Ed) Allied. Publishers.
5. Beauchamp Tom L: *Ethical Theory and Business*, Prentice Hall.
6. Behram Kack N: *Essays on Ethics in Business and the Professions*, Prentice Hall.
7. Blanchard, Kenneth : *The Power of Ethical Management*, EM of Co.
8. Borchert, Donald M: *Exploring Ethics*, Macmillan Pub. Co.
9. Bowie, Norman E: *Business Ethics*, Prentice Hall.
10. Brady, F. Neil : *Ethical Managing*, Macmillan Pub. Co.
11. Buckholz, Rogene A: *Fundamental concepts and problems in business Ethics*, Prentice Hall.
12. Cavanagh, Gerald F: *Ethical Dilemmas in the Modern Corporation*, Prentice Hall.

13. Cederblam, Jerry: *Ethics at Work*, Wadsworth Publishing Co.
14. Desjardins, Joseph R: *Contemporary Issues in Business Ethics*, Wadsworth Publishing Company.
15. Donaldson, Thomas: *Ethical Issues in Business*, Prentice Hall.
16. Donaldson, Thomas: *The Ethics of International Business*, Oxford University Press.
17. Ferreth oc: *Business Ethics*, Prentice Hall.
18. Garrelt, John C: *Business Ethics*, Prentice Hall.
19. Hoffman, W. Michael: *Business Ethics*, Prentice Hall.
20. Gupta. L.C. *Corporate Management and Accountability*.
21. Mc.Millan Institution for FM and Research Chennai.

## **3.2 Goods and Service Taxes**

### **Objective :**

To familiarize the students with the indirect tax laws.

### **Module - 1 :**

Introduction : Special features of indirect tax levied, all pervasive nature, contribution to Government Revenues, fiscal preference as instrument of planning and development—role of indirect tax laws.

### **Module - 2 :**

Central Excise and Salt Act 1944 : Nature of levy of excise duty, classification of excisable goods, price lists and their significance, valuation of excisable goods, central excise licensing – detailed procedure.

Clearance of excisable goods – procedure under physical control, compounded levy scheme and self-removal procedures, gate passes, personal ledger account and daily stock accounts.

Exemption from excise duty levies – nature and types of exemption notifications.

Procedure for clearance of samples, semi-finished goods and return and retention of duty paid goods. CENVAT, CENVAT on Capital goods.

Tariff item 68 – significance of the levy, exemption and clearance procedure.

Set off of duties – meaning, schemes of set-off and details of procedure.

An overview of accounts, records and returns to be maintained/filed under the Act.

Adjudication and appeals – detailed procedure before various excise authorities and the appellate tribunal – Transfer pricing

### **Module - 3 :**

Customs Act 1962 : Details of procedure in relation to the levy, collection and exemption from customs duties – documents to be prepared and presented to customs authorities, valuation of goods, clearance of imported and exported goods procedure.

Detailed procedure in relation to transportation and warehousing – relevant rules and regulations.

Drawback of customs duties paid, preparation and submission of drawback claim forms.

Adjudication and appeals before the customs authorities and the appellate Tribunal.

### **Module - 4:**

Central Sales Tax Act 1956 : Constitutional background of CST, Inter-state trade and commerce restriction of powers of taxation on sales by state – liability of sales tax – inter-state sale – occasions movement of goods, sale by transfer of documents, sale under CST – transactions which are not sales – persons liability of sales tax.

Persons liable to pay CST – exemptions from CST – sales outside the state – sale in course of import/export – declared goods, forms of declaration.

KST – VAT, advantages, disadvantages. Etc..

### **Module - 5:**

G.S.T (GST should be taught after introduction by the Government along with the amendments time to time)

### **Books for Reference:**

1. L.K. Jain, *Central Excise Manual*, Contay Publishers P. Ltd.
2. D.N. Khole, B.N. Sharma et al, *Customs Tariff*, Census Publishers.

3. Bare Acts of CST and KST
4. B.K. Ghargava, *Indirect Tax Laws*, Taxman Allied Services. ct
5. V.S. Datey, U.K. Bhargava, *IndirTax Law and Practice*.
6. *Central Excise Guidelines and Procedures*, Nabi Pub. New Delhi.
7. R.K. Jain, *Customs Law Manual*, ii) *Central Excise Manual*, iii) *Central Excise Law Guide*, Contex Pub. New Delhi.
8. Arvind Datar, *Guide to Central Excise – Law and Practice Vol. I*, Wadhwa and Co. Nagpur.
9. Acharya Shuklendra, *Central Excise – Law, Practice and Procedure Vol. I & II*, Modern Law Publisions, Allahabad.
10. S.P. Bhatnagar, *Customs Law and Procedure*, Contex Pub. New Delhi.
11. P.L. Malik, *Commentaries on Customs Act, 1962, with Rules and Notifications*, Eastern Book Company, Lucknow.
12. Jai. Kr. Jain and Anand Prakash, *Law of Control Sale Tax in India*, Anand Prakashan, Jaipur.
13. Dokania, *Central Sales Tax Act*, Bharat Law House, Allahabad.
14. Background material on GST – The Institute of Chartered Accounts of India – New Delhi.

### **3.3 Forex and Derivatives**

Objective:

- To enable students to acquire skills in forex management
- To enhance and build capabilities in students for understanding and managing internationally oriented corporation or business venture.

#### **Module – 1:**

Foreign exchange market – structure and characteristics, exchange rate, quotation at the foreign exchange market, settlement of transaction, arbitrage – interest arbitrage, arbitrage with and without transaction costs, bid-ask spreads, forward contract and future contract, swaps, swap position, option forwards, interest rate parity theory.

#### **Module – 2**

Currency and interest rate future – hedging and speculation, currency option, mechanism of future and option trading, option pricing models, future options, relationship between options and futures, currency option - speculating and hedging.

#### **Module – 3**

Management of foreign exchange risk, types of exposure, tools and techniques of foreign exchange risk management, management of translation exposure, translation methods, managing transaction exposure – forward market hedge, money market hedge, option market hedge, internal hedging strategies, management of economic exposure.

#### **Module – 4**

Management of interest rate exposure – nature and measurement – Forward Rate Agreement (FRAs), interest rate options, caps, floors and collars, financial swaps – Interest rate swaps in the Indian market, credit derivatives.

#### **Module - 5**

Meaning of Derivatives - Classification of Derivatives -Global - Derivatives Market - Factors Contributing To The Growth of FDS - Environmental Factors - Internal Factors- Derivatives Market – Evolution The Role of Derivatives Markets - Financial Derivatives – The Challenges - Development of Derivatives Market In India.

#### **Books for Reference**

1. Apte, P.G., “International Financial Management”, Tata McGraw Hill Publishing Limited.
2. Vij, Madhu, “International Financial Management”, Excel Books.
3. A.V. Rajwade and H.G. Desai, Foreign Exchange International Finance & Risk Management, SHROFF Publishing and Distribution Pvt. Ltd.
4. Sharan, Vyuptakesh, “International Financial Management”, Prentice Hall of India.
5. David B Zenoff & Jack Zwick : International Financial Management
6. Rita M Rodriguez L. Bigame Carter: International Financial Management
7. V. A. Avadhani: International Fianance – Theory and Practice, Himalaya Publishing House
8. H.R.Machiraju – International Financial Management HPH
9. Janikiraman :- International Financial Management – Biztantra
10. Shapiro, A., “Multinational Financial Management”, Prentice Hall of India.
11. Madura, Jeff, “International Financial Management”, Thomson Publications.
12. David K. Eieteman, etal, Multinational Business Finance, Pearson Education.
13. G.Kotreshwar Financial Derivatives –, Chandana Publications(2014),Mysore
14. By Gupta Financial Derivatives – (PHI)
15. D.A.Dubofsky and T.W.Miller Derivatives – By (Oxford)

### **3.4 Insurance and Risk Management**

Objectives: To familiarize students with the principles and practices of insurance business.

#### **Module – I**

Risk, Peril, Hazard, Types of Risk - pure and speculative Risks, Other types of Risk – Dynamic, Static, Fundamental and Particular Risks, Risk Management, Techniques, Insurance as tool of Risk Management, Classification of Insurance, Difference between Life and Non Life Insurance.

Principles of Insurance, Indian Contract Act, Utmost Good faith, Insurable Interest, Indemnity, Subrogation, Contribution, Proximate Cause.  
Study of history of Insurance, PFRDA and Pension Schemes.

#### **Module – II**

Life Insurance Products, Basic Products, Traditional Products, Endowment, Whole Life, Money Back, Unit linked products. Pension and Annuity – Principles of product development, Group Insurance.

Non Life Products, Fire, Marine, Motor, Liability, Personal Accident, Health Insurance, Reinsurance – Government schemes, valuation methods, Life fund – Bonus.

#### **Module – III**

Underwriting, Factors Considered – Physical Hazard, occupational Hazard and Moral Hazard, Numerical method of Underwriting, terms of acceptance, documentation.

Insurance documents: Principles of risk management, financial support to families and society, Rating – Mortality table - premium calculations, factors considered in rating of Non life products, tariff and non tariff, market agreements.

Servicing of policies, claim settlement in insurance, IRDA regulation relating to claim settlement.

#### **Module – IV**

IRDA Journal and Annual reports – its analysis and data interpretation, Micro Insurance products – its awareness, distribution, social insurance. Insurance laws – its amendments and effect on the insurance market, Intermediaries in Insurance – regulation governing them and alternative channels – on line marketing, e-marketing – principles – safety measures. Income tax and Insurance. Customer education.

#### **Books for Reference:**

1. Gyandendra Kumar, *Handbook of Insurance Laws*, Law Publishers, Allahabad.
2. Brij Nanend Singh, *New Insurance Law*, Universal Law Agency
3. C.A. Williams, M.L. Smith & P.C. Young, *Risk Management and Insurance*, Irwin McGraw Hill.
4. Sharma, *Insurance – Principles and Practice*.
5. Dinsdale, *Insurance*
6. IRDA, Govt. Publications.
7. Guidelines on Pension fund in India
8. Insurance Act.1938
9. Bhir & Limaye, *Principles and Practice of Insurance*.
10. Smith. T.R, *Fire Insurance Theory and Practice*.
11. Mishkeri Frederics S, *The Economics of Money Banking and Financial Markets*.
12. Agarwal, *Insurance*.
13. *Consumer Protection Act*, Govt. of India Publication.



### **3.5 Advanced E-Business**

#### **OBJECTIVE:**

This course will provide an analytical and technical framework to understand the emerging world of e-commerce and mobile commerce. E-commerce and mobile commerce poses both a challenge and an opportunity for managers. As a matter of competitive necessity, savvy managers must gain an understanding of the rapidly changing technology and business models.

#### **MODULE I**

Threats in e-commerce, Encryption overview, Elements of an encryption system, Secret key encryption, Public-key encryption, Digital signatures, Digital Certificates, Types of Cryptographies, Secure Sockets Layer (SSL), Smart Cards and its applications. Electronic Data Interchange- Evolution, uses, Benefits, Working of EDI, EDI Standards, EDI Components, EDI Services, ANSI X12 and EDIFACT

#### **MODULE II**

Overview of Electronic Payment Systems, Cybercash, Smart Cards, Electronic Banking - types, Electronic Fund Transfers - Digital Token-based Electronic Payment Systems, E-cash, e-Cheque, Payment Systems on internet- Risk of Electronic Payment Systems. Secure Electronic Transactions (SET) Protocol

#### **MODULE III**

M-Commerce - Introduction – Infrastructure Of M-Commerce – Types Of Mobile Commerce Services – Technologies Of Wireless Business – Benefits And Limitations, Support, Mobile Marketing & Advertisement, Non – Internet Applications/services in M-Commerce – Wireless/Wired Commerce Comparisons

#### **MODULE IV**

A Framework For The Study Of Mobile Commerce – NTT Docomo's I – Mode – Wireless Devices For Mobile Commerce – Towards A Classification Framework For Mobile Location Based Services – Wireless Personal And Local Area Networks – The Impact Of Technology Advances On Strategy Formulation In Mobile Communications Networks, 2G, 3G and 4G technology

#### **MODULE V**

Mobile Banking – Mobile Banking Technologies, Mobile Banking services, Applications, Mobile payments – types of mobile payments – mobile phone based, SIM card based, WAP based, mobile wallet, USSD, SEOMPS, Mobile payment service providers – paypal Here, Square, Google wallet, Isis, M-Pesa, MobiPay, NTT DoCoMo (Osai-fu-Keitai), Reliance m-pay. Finance and Accounting Mobile Apps – Mint, Expense Manager, Money Lover, Financius Expense Manager, ToshI Finance Budget & Expense

#### **REFERENCE BOOKS:**

1. Dave Chaffey, "E-Business and E-Commerce Management", Third Edition, 2009, Pearson Education
2. Brian E. Mennecke, Troy J. Strader, "Mobile Commerce: Technology, Theory and Applications", Idea Group Inc., IIR press, 2003.
3. P. J. Louis, "M – Commerce Crash Course", McGraw – Hill Companies February 2001.
4. Paul May, "Mobile Commerce: Opportunities, Applications, and Technologies of Wireless Business" Cambridge University Press March 2001.
5. Michael P. Papazoglou, Peter M.A. Ribbers, 'e – business organizational and Technical foundation ', Wiley India 2009
6. Dr.Pandey , Saurabh Shukla E-commerce and Mobile commerce Technologies , Sultanchand ,2011
7. M-Commerce: Technologies, Services, and Business Models By Norman Sadeh, Wiley Publications.
8. Mobile Commerce: Technology, Theory, and Applications - Idea Group Incorporation, UK
9. Mobile Commerce: Opportunities, Applications, and Technologies of Wireless, By Paul May, Cambridge University Press

## **4.1 Strategic Management**

### **Objective :**

1. To familiarise the students with the concepts and practices of the Strategic Management.
2. To enable them apply Strategic Management approaches to issues relating to Business and Non-Business Dimensions.

### **Module – 1:**

Strategic Management – Introduction, elements of a Strategy, Sources of Business Strategies, Factors Shaping Corporate Structure, Strategy and Structure Strategic Management Process, Developing Corporate Vision, Mission, Goals and Objectives.

### **Module – 2:**

Industry and Competitive Analysis: Component of Internal External Domestic and Global environment, Environmental Scanning Techniques, Analysis of Economic, Legal Competitive Capabilities and driving forces, Identification of Business Opportunities, Building Core Competencies and Competitive advantage. Strategy Analysis and Choice, Strategy formulation framework.

### **Module – 3:**

Grand Strategies: Generic, Aggressive and Defense Strategies, Competitive Strategies for domestic and Global Business, Modes of Strategy Selection Expansion, Retrenchment, Stability, Conglomerate Strategies and Variants, Mergers, Acquisition Diversification, integration, Disinvestment Turnaround, and Related Contemporary, Neo-generic Strategies, Case work with current examples.

### **Module – 4:**

Strategies for Competing in Global Markets, Growth Oriented Markets, Mature Markets, Saturated Markets, Fragmented Markets, New Business Models, Matrix and Strategies for online Economy,

Factors Determining Strategic Choice – Corporate Preference, Managerial Philosophy and Power Relations, Social Responsibility, Corporate Governances and Ethics.

### **Module – 5:**

Strategy Implementation and Evaluation – Formulating Harmonization of Business Activities, Resource Allocation, Managing Human Resource, Managing Change, Leadership, Strategy Supporting Culture, Communication and Behavioral implementation, Strategic Evaluation - Framework of Evaluation, Essential Features of Strategic Corporate Evaluation Systems, Guidelines for Effective Strategic Management, Contemporary Strategic Control Mechanisms.

### **Books for Reference:**

1. Alex Miller and Irwin: *Strategic Management*,
2. Michael Porter: *Competitive Advantages, Creating & Sustaining Superior Performance*,
3. Arthur A. Thompson: *Crafting and Executing Strategy*,
4. Prahiad and Venkataraman: *The Future of Competition*,
5. Prahlad and Hammel: *Competing for the Future*,

## **4.2 International Accounting**

### **Objectives:**

1. To provide an understanding to the students with regard to diverse International Accounting and Reporting Practices.
2. To develop skills in the students to analysis International Statements.

### **Module - 1:**

International accounting meaning its need in the context of increasing complexity and volume of transactions - -major international differences in financial reporting and their classifications.

### **Module - 2:**

Financial reporting in United States, United Kingdom, Australia, France, Germany, Netherlands and Japan.

(The above module is supposed to focus on legal issues, accounting standards, consolidation of accounts, tax systems etc).

### **Module - 3:**

Special issues in international accounting - consolidation accounting - foreign currency translation – segmental reporting - foreign exchange risk management- transfer pricing.

### **Module - 4:**

International Financial Statement Analysis :Introduction – need for analysis – techniques of analysis – prospective analysis – factors affecting financial analysis – access, reliability, language and terminology barriers,, timeliness of information, foreign currency issues, formats.

### **Module - 5:**

IFRS an Overview: Structure of IFRS foundation and IASB – Standard setting process – IFR Standards issued till date differences between US GAAP and IFRS and their adoption.

### **Books for Reference:**

1. Choi FDS and Gary K. Meek: International Accounting, Pearson.
2. Christopher Nobes. et al: *Comparative International Accounting*, Prentice Hall.
3. H. Peter Holzer et al: *International Accounting*, Harper and Row, Publishers, New York.
4. Mueller GG: *International Accounting part I*, Macmillan.
5. Choi FDS and Mueller GG: *International Accounting*, Prentice hall.
6. Zeff, S. A. *Forging Accounting Principles in Five Countries - A History and an Analysis of Trends*, Stipes Publishing Co., Champaign, Illinois.
7. Gray S. J. Campell, L. Shaw J.c: *International Financial Reporting*, MacMillan.
8. Parker R.H: *Accounting in Australia Historical Essays*, Garland Publishing, Croydon.
9. David Alexander and Anne Britton: *Financial Reporting*, Chapman and hall.
10. Shirin Rathore: *International Accounting*, Prentia Hall, India.
11. Sharokh Saudagaran, *International Accounting*, Thomson Learning.

### **4.3 International Financial Management**

#### **Objective:**

- To provide students with a conceptual framework of how financial decisions are undertaken in a multinational company.
- To familiarize students with unique economic factors that challenges a financial manager in the international context.

#### **Module 1:**

The Finance Function in Global Context, Distinguishing Features of International Finance, International finance – meaning, scope and significance, International Monetary System, International Financial Flows: Balance of Payments Framework, International Financial System - Markets and Institutions. Accounting for international transactions.

#### **Module 2:**

International financial markets and instruments – Eurocurrency market, International banking, Loan syndication procedure in India, Depository Receipts – ADRs, GDRs, Country Risk Analysis – Political Risk Factors – Financial Risk Factors – Types of Country Risk Assessment.

#### **Module 3:**

Cost of Capital and Capital Structure of Multinational Firms, Multinational Capital Budgeting – issues in foreign investment analysis – foreign project appraisal, risk evaluation in foreign projects and growth options, International Tax Management - Meaning Tax Principles, Double Taxation relief, Bilateral relief, Unilateral relief.

#### **Module 4:**

International working capital management – factors influencing short term objectives, financing strategy and options, borrowing strategy and risk management – International cash management, account receivable and inventory management

#### **Module 5:**

International project finance, Long term borrowing in the Global Capital markets, International equity investment, International leasing – cross boarder finance.

#### **Books for Reference**

1. Apte, P.G., “International Financial Management”, Tata McGraw Hill Publishing Limited.
2. Vij, Madhu, “International Financial Management”, Excel Books.
3. Sharan, Vyuptakesh, “International Financial Management”, Prentice Hall of India.
4. David B Zenoff & Jack Zwick : International Financial Management
5. Rita M Rodriguez L. Bigame Carter: International Financial Management
6. V. A. Avadhani: International Fianance – Theory and Practice, Himalaya Publishing House
7. H.R.Machiraju – International Financial Management HPH
8. Janikiranman :- International Financial Management – Biztantra
9. Shapiro, A., “Multinational Financial Management”, Prentice Hall of India.
10. Madura, Jeff, “International Financial Management”, Thomson Publications.
11. David K. Eieteman, etal, Multinational Business Finance, Pearson Education.
12. Robery O. Edmister - Financial Institutions – Markets and Management

#### **4.4 Strategic Financial Management**

##### **Objectives:**

- To provide students an understanding of Strategic Decision Making Framework and Execution thereof with intent to contribute more effectively to corporate strategy by taking a more proactive and forward looking approach
- Respond to conditions of rapid change through enhanced awareness, anticipation and adaptation
- Understand and use alternative expressions of profit that start with a recognition of the impact on cash flow of the various stakeholders in a company
- Monitor the success of projects, strategies and even total businesses by articulating NPVs over time
- Understand how strategic financial management fits together in an integrative model aligning with Corporate Governance

##### **Module 1**

Strategic Decision Making Frame Work – Strategic Financial Management – Dynamics of Strategic Financial Management – Issues in Strategic Financial Management

##### **Module 2**

Project Management from financial perspective – Product Life Cycle & Financial impact – Development of project reports – contents thereof – sourcing of funds for a project – traditional and alternative modes - Private Equity – Hedge Funds – Venture Capital – Crowd source funding - Non Financial Institutional Funding – Corporate Finance needs for SME - Foreign Exchange Management

##### **Module 3**

Corporate Valuation – Dynamics of valuation – Approaches to Corporate Valuation – Discounted Cash Flow Approach - Adjusted Book Value Approach – Comparable Company Approach – Capitalized Earning Approach - Cost to Create Approach – Excess Earning Approach – Valuing specific intangible approach IPR, Brand, Human Capital – Concept of Economic Value Added – Concept of Realizable Value & Replacement Value

##### **Module 4**

Mergers & Acquisition and Corporate Restructuring - Rationale for Mergers – Types of Mergers - Merger Decisions – Business & Economic Reasons – Strategy – Terms of the Transaction – Proposed value creation post-merger & Post Merger Analysis –Minority Shareholder Management - Accounting for Mergers & Acquisition – Corporate Restructuring - Symptoms warranting restructuring – Turnaround Strategies

##### **Module 5**

Corporate Governance & Risk Management -Fundamentals of Corporate Governance – Governance Model –Roles of Audit Committees, Internal Control, Internal Audit & External Auditor – Linkages between Governance, risk management & audit – Case Study

**Books for Reference:**

1. G.P. Jakhotiya, *Strategic Financial Management*, Vikas Publishing House.
2. Fred Weston & EF Brigham, *Managerial Finance*, Dryden Press.
3. James C. Vanhorne, *Financial Management and Policy*, Prentice Hall.
4. Brealy and Myess, *Principles of Corporate Finance*, Tata McGraw Hill.
5. Allen. D, *An Introduction to Strategic Financial Management*, IMA/Kogan Page London.
6. Copeland T., T. Koller and J. Murrin, *Valuation Measuring and Manages the value of Companies*, John Wiley International Edition.
7. Copeland T.E and J.F. Weston, *Financial Theory and Corporate Policy*, Addison Wesley New York.
8. Mattw P.K, *Corporate Restructuring – An Indian Perspective*, Macmillan, New Delhi.
9. Smith C.W, C.W. Smithson and D.S. Wilford, *Managing Financial Risk*, Harper and Row, New York.
10. Stewart G.B., *Quest for Value*, Harper Collins, London.
11. Sudarsanam P.S, *The Essence of Mergers and Acquisitions*, Prentice Hall of India.
12. Verma J.C, *Corporate Mergers, Amalgamation and Take overs*, Bharat Publishing House, New Delhi.

## OPEN ELECTIVE SUBJECT

### 3.6 a. INCOME TAX

#### OBJECTIVE

The objective of this subject is to expose the students to the various provision of Income Tax Act, 1961 relating to computation of Income relating to individual assessee only.

#### Unit 1: INTRODUCTION TO INCOME TAX

**Income Tax:** Brief History of Indian Income tax - Legal Frame Work – Types of Taxes - Cannons of Taxation – Important Definitions – Assessment – Assessment Year – Previous Year – Exceptions to the general rule of Previous Year - Assessee – Person – Income – Casual Income – Gross Total Income – Total Income - Agricultural Income.

**Income tax authorities:** Powers and Functions of CBDT, CIT & A.O.

**Residential Status:** Residential Status of an Individual – Determination of Residential Status - Resident – Ordinary / Not Ordinarily Resident – Non-resident –Incidence of Tax – Simple Problems on Scope of Gross Total Income.

**Exempted Incomes:** Introduction – Exempted Incomes U/S 10 (Restricted to Individual Assessee) – Only theory

#### Unit 2: INCOME FROM SALARY

Meaning – Definition - Basis of Charge– Advance Salary – Arrears of Salary – Allowances – Perquisites– Provident Fund - Profits in Lieu of Salary – Gratuity -Commutation of Pension - Encashment of Earned leave -Deductions from Salary U/S 16 – Problems on Income from Salary (Only Individual assessee).

#### Unit 3: INCOME FROM HOUSE PROPERTY

Basis of Charge – Deemed Owners – Exempted Incomes from House Property –Composite Rent - Annual Value – Determination of Annual Value – Treatment of Unrealized Rent – Loss due to Vacancy – Deductions from Annual Value – Problems on Income from House Property.

#### Unit 5: COMPUTATION OF TOTAL INCOME

**Income from Business / Profession, Capital Gains, Other Sources (Theory only) and Deductions U/S 80C, 80D and 80G. Simple problems on Computation of Total income of an Individual assessee (Computed incomes of Business / Profession, Capital Gains, Other Sources will be given).**

#### BOOKS FOR REFERENCE

1. B.B. Lal and Vashist: Direct Taxes, Konark Publisher (P) ltd.
2. Dr. Mehrotra and Dr. Goyal: Direct Taxes – Law and Practice, SahityaBhavan Publication.
3. Dr. Vinod K. Singhania: Direct Taxes – Law and Practice, Taxmann publication.
4. Gaur &Narang: Income Tax, Kalyani Publisher s
5. DinakarPagare: Law and Practice of Income Tax, Sultan Chand and sons.
6. Dr.V.Rajesh Kumar and Dr.R.K.Sreekantha: Income Tax – I and II, Vittam Publications.

**OPEN ELECTIVE SUBJECT**  
**3.6 b. FINANCE AND BANKING**

**Objectives:**

1. To expose the students to Finance and Banking System along with the latest reforms in Banking.
2. To enable the students to understand the operations in Finance and Banking

**Unit 1: FINANCIAL MARKETS**

Introduction, Primary Market and Secondary Markets - Meaning – Features - Players of Primary Market. Shares, debentures – meaning, features. Stock market operations trading, clearance and settlement procedures. Types of Investments – Stock and Shares, real estate, mutual funds, post office, insurance – schemes.

**Unit 2: COMMODITY MARKET:**

Evolution, Commodity derivatives, Commodity exchanges-Regional & National and International, Functions, role, objectives and types- Types of transactions in Commodity market – Spot, Future and Forward options markets. (Concepts only)

**Unit 3: BANKS :**

Introduction, functions and types of Banks, Role of RBI, Types of Accounting, Procedure for opening accounting, KYC, types of loans, Operation of Accounting, Retail Banking , Corporate Banking.

**Unit 4: NEGOTIABLE INSTRUMENTS**

Cheques – Meaning & Definition – Features - Parties – Crossing of cheques – types of crossing. Endorsements – Meaning – Essentials – Kinds of Endorsement.

**Book References**

1. Gorden and Natarajan: Banking Theory Law and Practice
2. Tannan M L: Banking Law and Practice in India
3. Vasant Desai, Bank and Institutional Management, HPH,
4. Muralisubbakrishna, Bank Credit Management,
5. O Payramval, Modern Banking of India.
6. Shekar K C: Banking Theory Law and Practice
7. S.P. Srivastava: Banking Theory Law and Practice
8. Location in Space: A Theoretical Approach to Economic Geography, Lloyd and peter.
9. Land, Work and Resource: An Introduction to Economic Geography, Patterson J.H.
10. Annals of an Abiding Liberal, Galbraith.
11. Economic Geography, Truman A. Harsshron and John W. Alexander.
12. World Resouces and Trade, Khanna and Gupta.