



Visvesvaraya Technological University, Belagavi  
(Award of the Bachelor in Business Administration) Regulations 2024

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**PREAMBLE:**

The quality of Technical Education depends on many factors but largely on- outcome-based socially and industrially relevant curriculum, good quality motivated faculty, teaching-learning process, effective industry internship, and evaluation of students based on desired outcomes. To regulate, in an orderly manner, the process of admission, registration of students, the conduct of classes, teaching-learning, Assessment, Evaluation, and Grading processes to award **Bachelor of Business Administration** degrees in Visvesvaraya Technological University, Belagavi and the Colleges affiliated to it, with due consideration to the NEP-2020 policy, and applicable Regulations of UGC and AICTE, in exercise of the powers conferred under Section 22 of UGC Act 1956 and Sections [7(2) and 8(1,2, & 4)] of the VTU Act 1994, the University hereby makes the following Regulations, namely:-

**1. Title and Commencement:**

These regulations shall be called 'Regulations' governing a three-year bachelor Degree titled Bachelor of Business Administration (BBA Programme) and Four Years honors degree titled Bachelor of Business Administration Honors (BBA Honors) undergraduate Programmes as per AICTE and NEP-2020 for the Visvesvaraya Technological University, Belagavi. These Regulations shall come into effect from the academic year: 2024-25.

**2. SHORT TITLE, APPLICATION AND COMMENCEMENT:**

- a. These Regulations may be called the Visvesvaraya Technological University [Award of Bachelor of Business Administration Degree] Regulations, 2024
- b. These Regulations shall apply to all the BBA Programm conducted at the Visvesvaraya Technological University, its constituent Colleges, and all other Colleges affiliated with it.
- c. They shall come into force with effect from the date of their notification by the Visvesvaraya Technological University, Belagavi.
- d. These Regulations shall apply to the batch of students admitted from the academic year 2024-25 and later and will be in force until revised or withdrawn by a notification.

**3. DEFINITION OF KEY WORDS:**

In these Regulations, unless the context otherwise requires:

1. **Academic Bank of Credits (ABC):** The Academic Bank of Credits (ABC), isa National-level facility that will promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the Higher Educational Institutions in the country with an appropriate "credit transfer"

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mechanism.

2. **Academic Year:** Two consecutive semesters (odd followed by an even), including intervening periods constitute one Academic Year.
3. **Act:** The Visvesvaraya Technological University Act 1994 including the amendments thereon.
4. **Choice-Based Credit System (CBCS):** The CBCS provides students with choices from the prescribed set of courses viz. Discipline Specific Course, Professional electives, and Open Electives, Non-Credit Mandatory Courses, Internships and Skill Courses. Under the CBCS, the requirement for awarding a degree or certificate is prescribed in terms of number of credits to be earned by the students.
5. **College:** An affiliated College or a constituent College of the University or the University Departments offering different programmes.
6. **Constituent College:** An Institution operating under the administrative, academic, and financial control of the University and declared as such under the Notification. It is an institution maintained by the University as such and includes an institution admitted to the privileges of the University as an affiliated College of the University in accordance with provisions of the Act.
7. **Course:** Usually referred to as 'subject' / 'paper' and is a component of a Programme with defined learning objectives, course outcomes, and a number of credits. The course credits vary depending on the required teaching-learning hours to accomplish the learning outcomes, specified in the course syllabus. A Course may be designed to comprise lectures/tutorials/laboratory work/ fieldwork/outreach activities/project work/vocational training/ viva-voce/ seminars/ term papers/ assignments/presentations/self-study components etc., or a combination of some of these.
8. **Course Code:** An alphanumeric code used to uniquely identify a course in the programs offered in the University. The three-digit number is used as a suffix with the Course Code for identifying the level of the course in the University. The digit at hundred's place signifies the semester in which the course is offered and the tens place signifies the type of course with the unit place representing the sequence number a semester in the Scheme of Teaching and Evaluation.
9. **Credit:** A unit or weightage by which the Coursework is measured. It represents the number of hours of instructions prescribed per week. One credit is equivalent to one hour of lecture or two hours of laboratory/practical Courses/ tutorials/ fieldwork etc., per week.

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10. **Credit Point:** This is the product of grade point and the number of credits for a Course.
11. **Credit Representation:** Refers to the Credit Values for different academic activities considered, as per Table 1. Credits for the project phases, project viva-voce and internship shall be as specified in the Scheme of Teaching and Examinations.

<b>Theory/Lectures (L)</b> <b>(hours/week/ Sem)</b>	<b>Tutorials (T)</b> <b>(hours/week/Sem)</b>	<b>Laboratory/Practical</b> <b>(P)</b> <b>(hours/week/Sem)</b>	<b>Credits</b> <b>(L:T:P)</b>	<b>Total</b> <b>Credits</b>
4	0	0	4:0:0	4
3	0	2	3:0:1	4
2	2	2	2:1:1	4
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
0	0	6	0:0:3	3
2	0	0	2:0:0	2

12. **Choice-Based Credit System (CBCS):** The education model refers to customizing the Coursework, Discipline Specific Core Course, Professional Elective, Open Electives, Skill-based Ability Enhancement Courses, Non-Credit Mandatory Courses, and Internship to provide the necessary support for the students to achieve their goals.
13. **Continuous Internal Evaluation (CIE) (also known as Formative Assessment):** Refers to the evaluation of student's performance in the course during the teaching-learning process. CIE shall be done by the faculty teaching course and evaluation components may include tests, assignments, group discussion, quizzes, course-specific projects, field surveys, seminars, etc., conducted during the semester tenure with a weightage for different activities as specified by the University.
14. **Course Evaluation:** This represents the measurement of the impact of the teaching-learning process and offers an opportunity for improving the quality of learning in courses and teaching performance. Course evaluation is done by adopting different methods such as tests, quizzes, assignments, etc., during the teaching-learning period at the end of some modules or chapters of syllabus contents and at the end of the semester. While the former part of the evaluation is called the Continuous Internal Evaluation (CIE) and the latter part of the evaluation is called Semester End Evaluation (SEE).
15. **Course Registration:** It is a formal registration to Courses of study every semester by every student under the supervision of a Mentor (also called Faculty

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Advisor, Counselors) in the college to maintain proper records. Registration on the University portal is mandatory.

16. **Cumulative Grade Point Average (CGPA):** This is a measure of the cumulative performance of a student of all semesters and is computed from the 2<sup>nd</sup> semester onwards. It is a measure of the overall cumulative academic performance of a student over the entire span of the academic program. CGPA is not an arithmetic mean but a weighted mean. It is also a number that lies between 0 and 10.
17. **Dean:** Dean of the Faculty of Engineering.
18. **First Attempt:** A student who has studied in a semester and attended any one of the University examinations of that semester after satisfying attendance and CIE requirements of all the prescribed courses of that semester and has registered for SEE. Such an attempt shall be considered the first attempt. Even if the student is absent for all the semester exams after registering for SEE, such an attempt shall also be considered the first attempt.
19. **Grade Card:** Refers to the certificate showing the grades earned by a student. A grade card will be issued to all the registered students after every semester-end examination. The grade card shall have the Program details (Course code, title, number of credits, grades secured, **number of attempts (indicated by symbol\*)**, and alternate course taken instead of successive failure after 4 attempts) along with the SGPA of that semester and CGPA (except for the first semester) earned till that semester.
20. **Grade Point (GP):** Refers to a numerical weightage allotted to each letter grade on a 10-point scale against a range of percentage of marks secured by students in a course.
21. **Institution:** An institution of higher education engaged in teaching and research at the undergraduate, post-graduate or higher levels.
22. **Letter Grade:** Course Letter Grade (or simply letter grade or grade) is an index of performance of a student in a said course and refers to a qualitative measure of achievement of a student in each course, based on the percentage range of marks secured in CIE and SEE put together or CIE alone. Grades are denoted by letters O, A+, A, B+, B, C, and F. The rubrics attached to letter grades are as follows: **O:** Outstanding, **A+:** Excellent, **A:** Very Good, **B+:** Good, **B:** Above Average, **C:** Average, **P:** Pass and **F:** Fail. Additional letter grades used under special circumstances are, **DX:** Attendance below 75%, **AU:** Satisfactory in an Audit course, **AB:** Absent for the Course, **PP:** Passed in Non-credit course, **NP:** Not Passed in Non-credit course, **W:** Dropped/

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withdrawn.

23. **Non-Credit Mandatory Courses (NMC):** In the case of non-credit mandatory courses, students shall attend the classes during the respective semesters to satisfy the attendance requirements as well as CIE requirements. In case, any student fails to register for the said course/fails to secure the minimum 40% of the prescribed CIE marks, he/she shall be deemed to have not completed the course. In such a case, the student has to fulfill the requirements during subsequent semester/s to appear for CIE. These Courses shall not be considered for CGPA calculation and vertical progression, but completion of the courses shall be mandatory for the award of a degree.
24. **Mentor:** A Faculty Advisor allotted by the principal to guide about 15-20 students about their registration to the courses and progression in the Programme.
25. **Notification:** A notification issued by the concerned Statutory Officer of the University.
26. **Multiple Entry and Multiple Exit (MEME):** The multiple entries and exit points in the academic programmes would remove rigid boundaries and create new possibilities for students. To facilitate flexible learning within the stipulated period (eight years for regular students and 06 years for lateral entry students), multiple-entry and multiple-exit options are offered to needy students.
27. **Passing Standard:** Refers to passing a course only when GP is greater than or equal to 04.
28. **Principal:** The Head of the College or a Higher Educational Institution (HEI). In the case of programmes offered at University campuses, it shall be the Head/ Chairperson of the Department offering the programme.
29. **Programme:** A planned series of events/activities comprising of a combination of courses leading to the award of degree.
30. **Semester:** One of the two sessions of an Academic Year, each session being of sixteen weeks duration (with not less than 90 working days). The odd and even semesters shall be as per the University academic calendar.
31. **Semester End Examinations (SEE) (also called Summative Assessment):** Also called summative assessment, which refers to the examinations conducted by the University covering the entire course syllabus. For this purpose, syllabi shall be modularized, and SEE questions shall be set from each module as specified by the University.
32. **Semester Grade Point Average (SGPA):** It is a measure of academic performance of a student in a semester. It is the weighted average or weighted mean of the grade points obtained by a student in the various courses of any semester. It results in a number that lies between 0 and 10. It shall be expressed up to two decimal places.





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33. **Teacher:** A member of the regular faculty at the levels of Professor, or Associate Professor or Assistant Professor, and includes adjunct faculty and faculty on a long-term contract of not less than three years.
34. **Transcript, Grade Certificate and Grade Card:** Grade card shall be issued to candidates indicating the programme details (Course code, title, number of credits, grade secured and grade points) for all the registered courses after every semester. On successful completion of all courses/earning credits, specified in a semester, the grade certificate is issued indicating the programme details along with SGPA of that semester and CGPA earned till that semester. Transcripts to the successful candidates shall be issued after completion of the programme.
35. **University:** Visvesvaraya Technological University (VTU), Belagavi, established under the Karnataka State Act as defined in the University Grants Commission Act, 1956.

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REGULATIONS	
<b>24OBBA1.0 TITLE AND DURATION OF THE PROGRAM</b>	
<b>24OBBA1.1</b>	The Programme of study, which is an undergraduate Programme, shall be called the degree of Bachelor of Business Administration(Hons) abbreviated as BBA(Hons).
<b>24OBBA1.2</b>	The duration of the Programme for BBA(Hons) degree shall be four academic years, organized in eight semesters, with each semester having a duration of 16-18 weeks (90 working days excluding Sundays and general holidays), having provision for Multiple-Entry-Multiple-Exit and award of Honours degree or Minor degrees.
<b>24OBBA1.3</b>	The annual academic calendar of events in respect of the Programme of study approved by the Academic Council shall be notified at least a month before the commencement of each academic year. It is mandatory for students/ faculty members to strictly adhere to the Academic Calendar for the completion of academic activities. Academic Calendar shall be displayed on the Academic Office homepage of the University website
<b>24OBBA2.0</b>	<b>ACADEMIC ELIGIBILITY FOR ADMISSION</b>
<b>24OBBA2.1</b>	A candidate who has passed a two-year Pre-University Course (PUC) Examination conducted by the Pre-University Education Board, Government of Karnataka, or 10+2 Examination conducted by CBSE or equivalent examinations by any Other State or any other recognized Board / Department or 3-year Diploma Course with any subject or 2-year JOC / ITI of any subject shall be eligible for admission to First Semester BBA Programme. A candidate with PUC / 10+2 of any stream shall be eligible.
<b>24OBBA2.2</b>	Admission to 1 <sup>st</sup> year: Eligibility for candidates Passed in second PUC or equivalent 1) As notified by the Government of Karnataka from time to time. 2) Those students, who have passed a qualifying examination other than the PUC II examination of the Pre-University Education Board of Karnataka, have to obtain an eligibility certificate for seeking admission to I year BBA(Hons) Degree Programme from the University.
<b>24OBBA2.3</b>	<b>Qualification earned from foreign Countries:</b> With regard to the qualification earned from foreign countries, an equivalence certificate from the Association of Indian Universities/ University is mandatory for admission to BBA(Hons) Programmes. In case of any dispute about the equivalence in qualification earned from

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	foreign countries, the decision of the University in this regard shall be final and binding on all concerned.
<b>24OBBA2.4</b>	<b>Admission Procedure:</b> The University shall issue a notification for admission to various UG Programmes for all odd semesters soon after the announcement of PUC II year / 10+2 results. Admissions shall be purely based on merit cum roster as per the norms of the Government of Karnataka issued from time to time. The academic year normally commences in June every year. The exact date for commencement of the academic year shall be decided by the University. Affiliated colleges shall admit students for each program not exceeding the approved intake.
<b>24OBBA3.0</b>	<b>CURRICULUM FRAMEWORK AND ACADEMIC PROCESSES</b> BBA honors programme shall have eight semesters duration <ul style="list-style-type: none"><li>• Each academic year shall have two semesters; odd and even semesters.</li><li>• Each semester shall have 16 weeks (06 days per week system) with 90 working days (excluding Sundays and other holidays).</li><li>• The BBA Programme shall have multiple exit options at the end of TWO/FOUR/SIX semesters (ONE, TWO, or THREE academic years respectively) with the award of Certificate, Diploma and General Degree.</li><li>• The candidate availing exit option shall re-enter the programme at the beginning of any academic year to complete the degree with the prevailing syllabi.</li><li>• All candidates shall be awarded Bachelor's degree with Honors on successful completion of EIGHT semesters (FOUR academic years) undergraduate programme.</li></ul>
<b>24OBBA3.1</b>	BBA programme shall have three components, <b>a) Discipline Specific Core Courses (DSCC):</b> DSCC are Compulsory Core Courses of the programme. <b>b) Elective Courses (EC):</b> Elective Courses shall have three categories, viz., Discipline Specific Core Elective (DSE) Courses, Open Elective Courses (OEC), Dissertation/ Research Project, Vocational Course, and Internship. <ul style="list-style-type: none"><li>• <b>Discipline Specific Core Elective (DSE):</b> Elective courses offered under the core discipline of the study are Discipline Specific Core Elective (DSE).</li></ul>

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- **Open Elective Course (OEC):** An elective course chosen from any other discipline/subject, to seek exposure beyond core discipline is called Open Elective Course in all the programs. The student shall select any one OEC in the given semester, other than his / her DSCC across the disciplines including Management.
- A student can opt to study the OEC from the same subject in all 04 semesters or can choose different OECs in every semester.
- **Dissertation / Research Project:** An elective course designed to acquire special / advanced knowledge; such as supplement study / support study to a project work, and a candidate shall study such a course on his / her own, with an advisory support of a teacher / faculty member is called Dissertation / Research project.
- **Vocational Courses:** Vocational course refers to instructional and hands-on training programs / courses that focus on the skills required for a particular job function or trade for various programmes
- **Internship:** It shall be a short-term internship of 04 weeks between the 5<sup>th</sup> and 6<sup>th</sup> semester (vocation) examination will be held in the 6<sup>th</sup> semester.
- The internship of about 30 days in lieu of Dissertation / Research project work in 8<sup>th</sup> semester for a job training in a suitable organization or hands on training or activity based course at college level in order to gain work experience or to satisfy the requirements for a qualification.

**c) Ability Enhancement Courses (AEC):** The Ability Enhancement Courses (AEC) shall be of two kinds: i) Ability Enhancement Compulsory Courses (AECC) and ii) Skill Enhancement Courses (SEC).

- **Ability Enhancement Compulsory Courses (AECC):** Environmental Study, Indian Constitution, English and Modern Indian languages (MIL) / Modern European Language Communications (MEL) are AECCs. (
- Environmental Study and the Indian Constitution are mandatory. A Student shall study Kannada as a First Language and any one of MIL/MEL as a second language. Those who have not studied Kannada up to PUC / 10+2 Level shall study Functional Kannada (simple Kannada) in I semester and choose any 02 languages in the remaining 03 semesters
- **Skill Enhancement Courses (SEC):** These courses shall be chosen from a pool of courses designed to provide value-based and skill-based

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	<p>knowledge and should contain lab/hands-on training/ fieldwork.</p> <p>The courses in the above types may be a combination of Lectures, Tutorials and Practical in any combination with suitable credits assigned to them. All the courses registered by a student under any of the above types of courses as required for award of the degree shall be considered as heads of passing which shall be Graded according to his/her performance. However, the Non-Credit Mandatory Courses shall be passed by a student for which Grades are not assigned.</p>
24OBBA3.2	<p><b>Prescribed Number of Credits for the Programme:</b></p> <p>All courses prescribed by the University, except the Non-credit Mandatory courses, shall have credits and be considered as a head of passing for vertical progression. The credits fixed for the courses are awarded to the students on pass the courses registered by him.</p> <p>The total number of credits to be earned for the award of a BBA(Hons) degree by students admitted to the first semester of the four-year BBA(Hons) programme shall be <b>160</b></p>
24OBBA3.3	<p><b>Teaching-Learning Process</b></p> <p>The theory courses shall be designed to have the syllabus spanning over one semester depending on the credits allocated for them. That is, Four-credit theory courses shall be designed for 55-60 hours of Teaching-Learning process, Three-credit theory courses shall be designed for 40-45 hours of Teaching-Learning process, Two-credit theory courses shall be designed for 25-30 hours of Teaching-Learning process and One credit theory course shall be designed for 15 hours of Teaching-Learning process.</p>
24OBBA3.4 24OBBA3.4.1	<p><b>Course Registration:</b></p> <p>It is mandatory for every student to register for the semester to attend various courses/ earn credits, using the prescribed Course Registration Form (CRF), till he completes his programme. The registration is normally done on the last two working days of each semester upon completion of the SEE. In all circumstances, registration shall be completed on or before the prescribed last date for registration</p>



	announced in the Academic Calendar. The registration of courses in each semester with the university is mandatory
24OBBA3.4.2	<b>Student Mentoring</b> On joining the University or a College, a group of students are assigned a Mentor from the concerned department offering the Programme. Students are advised to consult the Mentor on any matter relating to their academic performance and the courses they may register in various semesters. Mentor guides the students to complete their courses of study for the required degree in a smooth and satisfactory manner.
24OBBA 3.4.3	<b>Minimum Number of Registrations for Offering a Course:</b> There is no restriction on minimum registrations in a professional core course. However, the minimum number of students registered to any Professional Elective Course/Open Elective Course/Ability Enhancement Course offered by the Departments shall not be less than ten. In such cases, if the number of registrants for the elective course is less than 10, the college must seek permission from the Registrar (Evaluation) within 15 days from the date of commencement of the semester as per the academic calendar of the University, if that Professional Elective Course/Open Elective Course/ Ability Enhancement Course is to be offered in that college.
24OBBA3.4.5	<b>Course Registration Procedure:</b> The procedure involves the following steps: a) A student shall register for required courses each semester with prior permission of the Mentor. b) The student can register for courses he/she intends to take during a given semester on the basis of his/her plan for each Programme, as given in the Scheme of Teaching and Evaluation and as per the advice of the Mentor. c) The students shall decide on the courses to be registered during the ensuing semester immediately after their SEE examinations. d) The Mentor is expected to discuss with the student his academic







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	<p>28credits, includethe courses of the regular semester and backlog courses. The registration of these additional credits also includes the courses with a shortage of attendance and the courses with unfulfilledCIE requirements. A student shall pay the prescribed registration fees as notified by the University from time to time.</p>
24OBBA3.6	<p><b>Attendance Requirement</b></p> <ol style="list-style-type: none"><li>1) Every prescribed course shall be considered as a unit for the calculation ofattendance. The students are required to attend all the lectures, tutorials,practical, and otherprescribed curricular and co-curricular activities, andearn full attendance. However, astudentshall obtain aminimum attendance of 85% in each of the courses registered. However, if the attendance is below 85%, the shortage upto a maximum of 10% of the attendance may be condoned by the Vice-Chancellor on thespecific recommendations of the Dean/ Principal of the college where thecandidate is studying. This provision shall be utilised based on medical grounds, participation inNSS/NCC/Red cross/National level Republic Day and Independence DayParade/participation in University/State/National/ Internationallevelsports and cultural activities, seminars, workshops, paper presentationetc., of significant value, supported by valid documents. The Course Teacher may recommend for condoning theshortage of attendance and submit the application with documents through the Dean/ Principal along with his recommendation to the office of the Registrar(Evaluation) before the last day of the semester.</li><li>2) The basis for the calculation of attendance shall be the period prescribed by theUniversity by its academiccalendarof events and as notified by the Registrar.</li><li>3) In case of lateadmissions, approved by competent authority (KEA/DTE/VTU), for admission to I semester the attendance shall be reckoned from the date of admission to the Programme.</li><li>4) The Principal shall also notify every month, the list of</li></ol>

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	<p>candidates who are falling short of required attendance. The Course Teacher/ Mentor/Class Teacher or the College office shall inform the students as well as their parents/guardians about the attendance requirement and the attendance status every month. Students facing an attendance shortage shall be mentored to make up for the shortage.</p> <p>5) A student who does not satisfy the attendance requirement in one or more courses shall not be permitted to appear for the Semester End Examinations of those courses. The grade card for such courses shall be marked as DX. The candidate shall repeat those courses whenever offered next. However, the student shall be allowed to appear for the SEE in other courses of the semester.</p>
24OBBA4.0	<p><b>ASSESSMENT AND EVALUATION PROCEDURE</b></p> <p>Formative, Summative and other Assessments shall be conducted as per the University calendar of events in all the courses of the programme offered to the students, within the framework of Scheme of Teaching and Evaluation approved by the University. The details of Assessment and Evaluation for specific theory and practical courses, including theory question paper setting patterns as recommended by the Joint Board of Studies and approved by the University.</p>
24OBBA4.1	<p><b>Assessment and Evaluation Process</b></p> <p>1) CIE and SEE constitute the major evaluations prescribed for each course, with only those students maintaining a minimum standard in CIE permitted to appear in the SEE of the course.</p> <p>2) In such cases where a laboratory is attached to the course, CIE marks shall be awarded separately for both theory and the laboratory. However, the laboratory may or may not have the SEE component in the evaluation.</p> <p>3) In such cases where a laboratory carries more credits and is not part of the theory, they are listed separately in the Scheme of Teaching and Evaluation. Hence, they are treated as separate "heads of passing"</p>

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which are assessed and evaluated independently.

- 4) CIE and SEE to carry 50% weightage each, to enable the course to be evaluated for a total of 100 marks, irrespective of its credits.
- 5) The evaluation system of the programme is comprehensive and continuous during the entire period of the Semester, by the faculty who is teaching the course. For a course, the evaluation and grading will be on the following parameters:

A	Continuous and Comprehensive Evaluation (CCE)	25 marks
B	Internal Assessment Tests (IAT)	25 marks
	Total of CIE (A+B)	50 marks
C	Semester End Examination (SEE)	50 marks
	Total of CIE and SEE (A + B + C)	100 marks

24OBBA4.1.1

**Continuous Internal Evaluation (CIE)**

- 1) For a theory course, with an L-T-P distribution of L-0-0, the CIE will carry a maximum of 50% weightage of the total marks of a course. Before the start of the Academic session of each semester, a faculty may choose for his course **Internal Assessment Test** and a **minimum of two of the following assessment methods** with suitable weightage for each.
  - i) Assignments (Individual and/or Group)
  - ii) Seminars
  - iii) Oral/Online Quizzes
  - iv) Group Discussions
  - v) Case studies/Case lets
  - vi) Practical orientation on Design Thinking, Creativity & Innovation
  - vii) Participatory & Industry-integrated learning
  - viii) Practical activities / problem solving exercises
  - ix) Class presentations





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	<p>x) Analysis of Industry/Technical/Business Reports</p> <p>xi) Reports on Guest Lectures / Webinars / Industrial Visits</p> <p>xii) Industrial / Social / Rural projects</p> <p>xiii) Participation in Seminars/ Academic Events/Symposia, etc.</p> <p>xiv) Any other academic activity</p> <p>2) The faculty will submit the 'CCE Assessment Plan' to the Principal/Dean/HOD for approval and notify the same along with the course syllabus before the start of the semester. The total marks of the above two assessment components shall be scaled down to 25 marks/ 25% of total marks of the respective course (i.e., A).</p> <p>3) To assess the students in a course under IAT component, two tests shall be conducted in a semester. Each test will be conducted for 25 marks. The average marks obtained in these two tests will be taken as IAT Marks (i.e., B).</p> <p>4) The CIE marks awarded to students at different stages during the course shall be displayed on the notice board of the Department concerned to enable the students to point out any discrepancies.</p> <p>5) The student shall obtain a minimum of 40% of marks allotted for CIE in each course (i.e., A+B) to be eligible to appear for the SEE in that course.</p> <p>6) If a student is unable to secure a minimum of 40% in CIE marks in any course, he shall not be eligible to take up SEE/ viva-voce examination in that particular course. It shall be the responsibility of Principal/Dean to scrutinize the list of candidates and permit only the eligible students to take up SEE/ viva-voce. In the event of an ineligible student inadvertently being allowed to appear for the theory/viva voce examination, the result of the concerned student shall be withdrawn by the University.</p> <p>7) The list of such students, who have not secured the minimum in CIE marks, shall be sent to the Registrar(Evaluation) along with the submission of CIE marks of the successful students.</p> <p>8) After the submission of CIE marks to the Registrar (Evaluation) of the</p>
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	<p>University, any request for changes in the marks by the Principal/Dean shall be considered only after due approval of the Vice-Chancellor obtained through the Registrar (Evaluation).</p> <p>The students not obtaining 40% marks in CIE shall re-register for the course during the subsequent semester whenever it is offered.</p>
24OBBA4.1.2	<p><b>Semester-End Examination:</b></p> <ol style="list-style-type: none"><li>1. Only those students who satisfy the attendance requirement and CIE requirement shall be eligible to appear for SEE of that course.</li><li>2. University examination for all courses under SEE shall be conducted for a maximum of 100 Marks. The marks secured by the students for 100 marks shall be proportionately scaled down to a maximum of 50 marks to add the same with CIE marks for the award of the letter grade. (except for the project work the total SEE marks are 100).</li><li>3. The Semester End Examination for all the courses offered during the semester shall be conducted at the end of each semester.</li><li>4. Students having no backlog courses, may not have more than one examination scheduled on the same day. However, students having backlog course may face a situation where they may have,<ol style="list-style-type: none"><li>a. Two examinations scheduled at the same time of the day,</li><li>b. To take two examinations on the same day, one during the morning session and the other in the afternoon session, and</li><li>c. Examinations on consecutive days.</li></ol></li><li>5. The students shall be prepared to appear for the examinations specified above under (b) and (c) cases. However, the University shall take utmost care to avoid scheduling as specified under (a) as far as possible. But in view of time constraints to complete the examinations and announce results on time, if it becomes unavoidable, the students shall choose to appear for the examination as per the advice of their Mentor. As changing the examination date is not an option, the examination time-table</li></ol>

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	<p>shall not be modified/ altered/ adjusted in any of the above three cases.</p> <p>6. The passing standards in CIE, SEE, a course and a semester for all types of the courses in which grades are awarded shall be as per the clause 24OBBA6.1</p> <p>7. A student securing an 'F' grade in any courses, shall reappear for that course during the subsequent SEE. The CIE marks awarded to the student at the first attempt in the concerned course shall be carried forward. Revised CIE marks are considered only for courses where grade DX was awarded.</p> <p>8. For a pass ('P' grade), sum total of CIE and SEE marks must be 40% of the maximum marks prescribed for a course as per the Scheme of Teaching and Evaluation.</p>
<b>24OBBA4.1.3</b>	<p><b>Makeup Examination:</b></p> <p>1). The makeup examination facility shall be available to those students who have appeared and failed in the SEE in one or more courses in a semester. However, the students passing in the makeup examination shall lose their eligibility to be considered for the award of Ranks.</p> <p>2) If a student has satisfactory attendance in a course and has secured a minimum of 40% in CIE but could not appear in SEE shall be eligible to appear for the makeup examination.</p> <p>3) The Makeup Examinations for both the semesters shall be conducted once in a year at the end of the even semester.</p> <p>4) Students having "F" grades for courses totaling more than 16 credits in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year [who are not eligible to take admission to 3<sup>rd</sup> semester] are also permitted to appear for the MAKE-UP examination.</p> <p>5) The students who are not eligible for SEE due to a shortage of attendance or due to less than 40% marks in CIE are not eligible to take up the makeup examination</p> <p>6) No revaluation provision will be made for students who are taking</p>

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	the Makeup examination.
24OBBA4.1.4	<p><b>Maintenance of Examination Records</b></p> <ol style="list-style-type: none"><li>1) The candidate shall write tests, assignments/unit-tests /written quizzes in BlueBooks, which shall be preserved by the Principal/ Head of the Department for at least 3 years after the announcement of University results and shall be made available for verification as per the direction of the Registrar (Evaluation).</li><li>2) Any corrections or overwriting of CIE marks on the blue book/drawingsheet laboratory record etc., where CIE marks are awarded, shall bear the signature(s) of the concerned Teacher(s) and the Head of the Department.</li><li>3) CIE marks shall reach the University before the commencement of examinations as per the notification from the office of the Registrar (Evaluation) from time to time. After submission of CIE marks to the University, any request under any circumstances for a change of CIE marks shall not be considered.</li><li>4) CIE marks of those students, who come under 24OBBA4.1.3(4) and 24OBBA4.1.3 (5), shall also be sent to the Registrar (Evaluation) along with other course CIE Marks.</li><li>5) The final list, incorporating corrections (if any), of CIE marks awarded to the students in the Theory/Practical/Internship/ Mini - Project Work/Major-Project Work shall be displayed on the notice board of the college much before the closure of the semester.</li><li>6) The college/Department shall enter the CIE marks of each on the University's online CIE marks portal and submit a certified copy of the same to the University Examination Section within the stipulated date notified by University. Every page of the CIE marks sheet (hardcopy) shall bear the signatures of the concerned Teacher/Teachers, Head of the Department, and the Principal/ Dean.</li></ol>
24OBBA4.1.5	<p><b>Review Committee for CIE</b></p> <ol style="list-style-type: none"><li>1) Review of assessment is an organized procedure that ensures the</li></ol>

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use of valid assessment methods and consistent application of criteria, to provide fair academic judgment and reliable outcomes in the form of marks or grades. It assures appropriate designing and implementation of assessment activities along with the generation of valid and reliable results.

- 2) After each test, the Principal/ Dean shall ensure that the evaluation is fair in each of the courses, scheme of valuation is uniformly followed and that the award of marks in the courses follow a normal distribution curve. If there are any lapses or the marks distribution is either left skewed or right skewed, corrective measures shall be taken and the Report to be submitted to the University.
- 3) If the review exercise is done solely for the purpose of unduly favouring the students, the University reserves its right to take punitive action against the concerned.
- 4) There shall be a Review Committee for Internal Assessments in every Department, which shall be chaired by the Head of Department and two senior faculty members nominated by the Principal/Dean. This Committee shall be responsible for the entire process of Internal Assessment in the Department, including redressal of grievances, if any.
- 5) **Guideline for the Review Committee:**  
Review may be conducted after each test or after the tests in case there is a large number of failures or high marks, or when large numbers of students have received the same marks, or when there are wide discrepancies between marks allocated to individual students in different courses,
  - a) Split-up of marks used for each of the different types of assessment in the course may be checked.
  - b) Checking of the questions to find whether it maps to course outcomes.
  - c) Checking the difficulty level of questions paper i.e. is the difficulty level on the high extreme, very easy or otherwise.



	<p>d) Whether the assessment modes are used to cover the entire syllabus or not.</p> <p>e) Checking the manner of awarding the marks, i.e has correction been at the extremes, liberal or tough?</p> <p>f) Moderation should not be restricted to just assessment but also includes the assessment design (scheme of evaluation).</p> <p>6) Each college shall submit the moderation committee report to Registrar(Evaluation)along with the CIE marks.</p>
24OBBA4.1.6	<p><b>Rejection of Result</b></p> <p>1) A student is permitted to reject the total performance of a semester (includingCIE marks) or reject only the result of his/her performance in University examinations(SEE) of a semester. The rejection is permitted only once during the entire Programme ofstudy.</p> <p>2) Students who desire to reject the SEE results of a semester shall reject the totalperformance(irrespective of the earned course grades) in all the courses of the semester either rejecting or retaining the CIE marks. <b>However, rejection of the performance of the VIII semester project shall not be permitted.</b></p> <p>a) Students who desire to reject the total SEE performance of an odd or even semester including CIE marks, have to repeat that odd or even semester of the prevailing scheme by taking readmission during the subsequent academic year/s,</p> <p>b) If the rejection of SEE results excluding CIE marks is of the oddsemester, students shall be allowed to take admission to theimmediate next even semester.</p> <p>c) If the rejection of SEE results excluding CIE marks is of an evensemester, then students shall be allowed to take admission to the next odd semester.</p> <p>d) Readmission to odd/even semesters shall not be considered as fresh admission and therefore students shall continue to have</p>





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the same University Seat Number, which was allotted earlier. The maximum duration of the Program shall be counted with reference to the University Seat Number (USN).

e) Applications for rejection of results excluding CIE and approval to reappear for University examinations shall be sent to the Registrar (Evaluation) through the Principal of the College within 30 days from the date of announcement of the results, with prescribed fee as notified by the University from time to time. Late submission of applications shall not be accepted for any reason.

f) Application for rejection of results including CIE and approval for readmission shall be sent to the Registrar through the Principal of the College within 30 days from the date of the announcement of the results with prescribed fee as notified by the university from time to time. Late submission of application shall not be accepted for any reason.

3) Registration for SEE is compulsory if the student/s has satisfied the attendance and CIE requirement of ODD /EVEN semester.

In case, the students fail to register for SEE of the odd semester after satisfying the attendance and CIE requirements of the semester, they shall be permitted to move to an even semester of that academic year.

However, such students have to register for odd semester examinations conducted at the end of the academic year for all the semesters and registration shall be considered for the first attempt.

In case, students fail to register for the odd semester SEE after completing successfully the even semester, they shall not be permitted to move to the higher odd semester of the subsequent academic year. Irrespective of a student appearing for SEE, he/she has to register for SEE for odd and even semesters before completing the academic year.



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	<p>Students who opt for rejection of results of the University examination shall be eligible for the award of the Degree and Minor Degree but not for the award of ranks and Honors Degree.</p>
<b>24OBBA4.1.6</b>	<p><b>Academic Malpractice</b></p> <p>Academic malpractices shall be seriously viewed, and appropriate action taken. In case of malpractice during any of the internal examinations like assignments, quizzes, and tests, the Course Teacher/Invigilator shall report the matter to the Principal/ Dean for penal action. If the Principal/ Dean finds that the offence is serious enough or the candidate appeals in writing to the University, then the matter shall be further referred to the Academic Malpractice Committee of the University. However, any malpractice in the SEE shall be reported to the University irrespective of the seriousness of the malpractice.</p>
<b>24OBBA5.0</b>	<p><b>Minimum Duration for Programme Completion</b></p> <p>The minimum duration of the program is four academic years for regular students. Students admitted to first-semester BBA(Hons), shall complete the programme within eight academic years from the year of the first admission, failing which they will not be eligible for the award of a degree.</p> <p>The BBA Programme shall have multiple exit option at the end of TWO/FOUR/SIX semesters (ONE, TWO, or THREE academic years respectively) with the award of <b>Certificate</b>, <b>Diploma</b> and <b>General Degree</b>.</p> <p>The candidate availing exit option shall re-enter the programme at the beginning of any academic year to complete the degree with the prevailing syllabi.</p> <p>All candidates shall be awarded Bachelor's degree with Honors on successful completion of EIGHT semesters (FOUR academic years) undergraduate programme.</p>
<b>24OBBA5.1</b>	<p><b>Readmission</b></p>





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- 1) Students who are temporarily discontinuing the programme and getting readmitted to the eligible semester are permitted subjected to the clause 24OBBA6.0
- 2) The permission for readmission is only on request through the Principal and is not treated as a matter of right. Such students shall not claim any benefits based on the readmission.
- 3) Students who take re-admission to any semester of the existing scheme from another scheme, as a repeater/fresher because of various reasons, shall attend and complete all the remaining semesters of the programme adhering to the Regulations of the prevailing scheme and shall complete additional courses, if any, as per the decision of equivalence committee in concurrence with concerned Board of Studies on establishing the equivalence between two schemes. Such a candidate shall not be eligible for the award of rank.
- 4) Readmission to odd/even semester shall not be considered as fresh admission and therefore students shall continue to have the same University Seat Number (USN), which was allotted at the time of his/her admission to the programme. The maximum duration of the programme shall be counted with reference to the USN allotted during his/her first admission to the programme.
- 5) A student who has not obtained the eligibility for III semester even after three academic years from the date of admission to I semester shall discontinue the programme or get readmitted to I semester of first year BBA(Hons)., with a new University Seat Number(USN) but retaining the same year of admission.  
The candidates who have temporarily discontinued the programme of study or changed the scheme of study from one to another because of various reasons or transferred with credits from the autonomous college of the University/other University to non-autonomous constituent/affiliated college of the

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	<p>University, shall be eligible for the award of degree provided the total credits earned at that stage are equal to or greater than the credits prescribed by the University.</p> <p>6) In case, the forecasted or estimated credits are going to be less than that of the credits prescribed by the University on the completion of all the semesters of the programme under the prevailing scheme, the candidate shall register for a course or courses not studied earlier and make up the credits which are equal to or greater than the University prescribed credits.</p> <p>7) In case of any difficulty, Vice-Chancellor shall decide on individual cases, which shall be final.</p>																																				
<b>24OBBA6.0</b>	<b>GRADING AND VERTICAL PROGRESSION</b>																																				
<b>24OBBA6.1</b>	<p><b>Award of Grades:</b></p> <p>1) The University adopts absolute grading system wherein the marks are converted to grades, and every semester result will be declared with semester grade point average (SGPA) on successful completion of all courses of that semester.</p> <p>2) The total marks obtained by the student in CIE and SEE of a course is expressed as a percentage to compute the grade points and the letter grade is awarded as indicated in the table below:</p> <table border="1" data-bbox="432 1327 1362 1618"> <thead> <tr> <th>Letter Grade</th> <th>O</th> <th>A+</th> <th>A</th> <th>B+</th> <th>B</th> <th>C</th> <th>P</th> <th>F</th> </tr> </thead> <tbody> <tr> <td></td> <td>Outstanding</td> <td>Excellent</td> <td>Very Good</td> <td>Good</td> <td>Above Average</td> <td>Average</td> <td>Pass</td> <td>Fail</td> </tr> <tr> <td>Grade Point</td> <td>10</td> <td>9</td> <td>8</td> <td>7</td> <td>6</td> <td>5</td> <td>4</td> <td>0</td> </tr> <tr> <td>% of Marks secured</td> <td>90-100</td> <td>80-89</td> <td>70-79</td> <td>60-69</td> <td>55-59</td> <td>50-54</td> <td>40-49</td> <td>0-39</td> </tr> </tbody> </table> <p>3). If there is no SEE for a course, then the CIE marks alone will be the basis for the determination of letter grade</p> <p><b>Other Letter Grades:</b></p> <p>The letter grades specified in 22OBBA 6.1 are used as student performance measures in all kinds of assessments. However, the</p>	Letter Grade	O	A+	A	B+	B	C	P	F		Outstanding	Excellent	Very Good	Good	Above Average	Average	Pass	Fail	Grade Point	10	9	8	7	6	5	4	0	% of Marks secured	90-100	80-89	70-79	60-69	55-59	50-54	40-49	0-39
Letter Grade	O	A+	A	B+	B	C	P	F																													
	Outstanding	Excellent	Very Good	Good	Above Average	Average	Pass	Fail																													
Grade Point	10	9	8	7	6	5	4	0																													
% of Marks secured	90-100	80-89	70-79	60-69	55-59	50-54	40-49	0-39																													

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	<p>following letter grades are also awarded under the circumstances defined below (Letter Grade: Grade Point - Circumstances).</p> <ol style="list-style-type: none"><li>1) DX: 0 - Credits are not included in CGPA, Attendance below 75%, hence Repeat the course (In case of electives, course change is permitted)</li><li>2) AU: 0 - Satisfactory in an Audit course</li><li>3) AB: Absent for the Course</li><li>4) PP: 0 - Passed in Non-credit course</li><li>5) NP: 0 - Not Passed in Non-credit course</li><li>6) IC: No credits - Incomplete (a place holder; gets converted to an appropriate grade after clearing SEE examination else converted to 'F') else automatically converted to 'F'.</li></ol> <p>W: No credits - Dropped/ withdrawn (W is not a grade but only a place holder indicating that the course has been dropped/withdrawn and it must be cleared in subsequent semesters).</p>
24OBBA6.2	<p><b>Passing Standards</b></p> <ol style="list-style-type: none"><li>1) <b>Maximum and Minimum CIE Marks:</b> The maximum weightage of CIE mark shall be 50. To appear for the SEE, the minimum CIE marks to be secured in each of the courses shall be 40 % of the maximum marks of CIE.</li><li>2) <b>Maximum and Minimum SEE Marks:</b> The maximum weightage of SEE marks shall be 50 and marks to be secured for passing shall be 35 % of the maximum marks of SEE.</li><li>3) <b>Eligibility for Passing a Course:</b> The overall passing marks shall be 40% of the maximum marks (the sum of the CIE and SEE should be 40% of the maximum marks) of the course. That is, minimum passing grade in a course (head of passing) shall be "P".</li><li>4) <b>Semester Passing Standards:</b><ol style="list-style-type: none"><li>a) A student shall be declared successful or 'passed' in the entire undergraduate programme, only when he secures a Grade Point of 4 ("P" Grade) or above in every registered course in each</li></ol></li></ol>



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	<p>Semester during the entire programme for the Degree Award, as required.</p> <p>b) A Student shall be declared successful or 'passed' in any Non-Credit Course if he secures a 'Satisfactory Grade (PP)' for that Mandatory Course.</p> <p>5) A student who satisfy the conditions (1), (2), and (3) above, and obtain any grade from 'O' to 'P' in a course shall be considered to have passed that course.</p> <p>6) A student shall be awarded letter grade in a course as indicated below, if he/she,</p> <p>a) Fails to satisfy the conditions under Section (5) above: 'F' Grade,</p> <p>b) Absents himself/herself from the University examinations: 'AB' Grade,</p> <p>c) Has attendance shortage in a course: 'DX' Grade, and</p> <p>d) Course is Incomplete for any reason: 'IC'.</p> <p>7) Students satisfying the attendance requirement but failing to secure the minimum percentage of CIE marks, in any course/s, shall not be eligible for the SEE, conducted by the University and they shall be considered as fail in that Course/those Courses and marked as DX in the grade cards against this course/s. However, they can appear for University examinations conducted for other Courses of the same semester and backlog course/s if any.</p> <p>8) Students who have satisfied the attendance requirement but not the CIE requirements can be permitted to register afresh and appear for SEE after satisfying the CIE requirements in the same Course(s) when offered during the next immediate semester/s or later.</p> <p>9) Each appearance to SEE or absence after completing CIE and attendance requirements to complete a course shall be treated as an attempt.</p>
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24OBBA6.3

**Vertical Progression**

A student progresses according to his/her performance and could register for the higher semesters subjected to conditions under clause 5.2.

**1) Students admitted to the first year:**

a) Students having "F" grades for the courses totaling to more than 16 credits in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year of the programme shall not be permitted to move to the 3<sup>rd</sup> semester (2<sup>nd</sup> year) of the programme. These courses include courses marked as DX.

b) The students who fail to satisfy CIE and attendance requirements shall repeat the courses whenever offered next and become eligible for the 2<sup>nd</sup> year.

2) **Obtaining CIE:** From the 3<sup>rd</sup> semester (II year) onwards the student who obtains the required attendance for the course, but not the required CIE marks is allowed to move forward to the next semester. However, the student shall mandatorily obtain the required CIE in the subsequent semester. Obtaining minimum CIE marks for the course is mandatory. It may also be noted that the student shall not be permitted to appear for SEE in such courses until he/she obtains the required CIE.

3) **Completion of backlog courses:** From 3<sup>rd</sup> semester (II year) onwards,

a) the student who obtains required attendance, CIE, and appearing for SEE obtains "F" Grade shall be allowed to move forward to the next semester (odd /even) irrespective of several "F" grades, subjected to satisfying the clause 24OBBA6.2 (1)(2)(3) there shall be no restriction for promotion from an even to next odd semester (or odd to next even semester) even if the student has not satisfied the attendance requirement in one or more courses (including bridge courses for lateral entry students), but he/she shall not be eligible to appear for SEE in those course(s). Such students shall repeat those courses whenever offered next.

**4). Eligibility for admission to Bachelor's Degree (BBA Honors):**



	<p>A candidate seeking admission to a Bachelor's degree (BBA Honors) in a specified field of learning shall have passed the relevant three-year bachelor's degree with minimum CGPA of 7.5 is eligible to continue the fourth year undergraduate programme.</p> <ul style="list-style-type: none"><li>• A candidate can seek admission to the 7th Semester in any College running Honors Programme subject to the availability of intake capacity of such Major Courses in the College.</li><li>• There shall be a provision for carryover system from 7th to 8th semester, subject to the fulfillment of 75% attendance in each Course and submitting the examination application form.</li></ul>
24OBBA6.4	<p><b>Computation of SGPA and CGPA:</b></p> <p>1) Semester Grade Point Average (SGPA) will be awarded at the end of each Semester and Cumulative Grade Point Average (CGPA) will be awarded at the end of the program. However, CGPA is calculated at the end of each semester from the second semester onwards and reflected in the grade card for indicating the progress of the student.</p> <p>2) Each course in a program is associated with number of credits (C). Based on the number of Credits for a course and obtained Grade Point (GP) for that course in a Semester, the GPA is calculated as given below:</p> <p>a. The SGPA is the ratio of sum of the product of the number of credits with the grade points secured by a student in all the courses taken by him and the sum of the number of credits of all the courses undergone by a student, i.e.,</p> <p style="text-align: center;">i. <math>SGPA = \frac{\sum (C_i \times G_i)}{\sum C_i}</math></p> <p>Where <math>C_i</math> is the number of credits of the <math>i</math>th course and <math>G_i</math> is the grade point scored by the student in the <math>i</math>th course.</p> <p>b. The CGPA is also calculated in the same manner considering all the courses undergone by a student over all the semesters of a programme, i.e.,</p> <p style="text-align: center;">i. <math>CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}</math></p>

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	<p>ii. Where <math>S_i</math> is the SGPA of the <math>i</math>th semester and <math>C_i</math> is the total number of credits in that semester.</p> <p>c. Finally, the SGPA and CGPA shall be rounded off to 2 decimal points and reported in the grade cards. An illustrative example to calculate SGPA and CGPA for one academic year is shown in <b>Annexure-I</b>.</p>
24OBBA6.5	<p><b>Conversions of CGPA into Percentage of marks and Class Equivalence</b></p> <p>The following formula for conversion of the CGPA on a 10-point scale into the percentage of marks (M) for employment/ higher studies, etc. may be used;</p> <p>Percentage of marks secured, <math>M = \text{CGPA Earned} \times 10</math></p> <p>E.g.: Illustration for a CGPA of 8.20;</p> <p>Percentage of marks secured, <math>M = 8.20 \times 10 = 82.0 \%</math></p>
24OBBA6.6	<p><b>Class Equivalence</b></p> <p>Subsequent to the conversion of final CGPA, after successful completion of the Program, into the percentage of marks (M), a graduating student is reckoned to have passed in</p> <p>(i) First Class with Distinction (FCD) if <math>M \geq 70</math></p> <p>(ii) First Class (FC) if <math>60 \leq M &lt; 70</math></p> <p>(iii) Second Class (SC) if <math>50 \leq M &lt; 60</math></p> <p>(iv) Pass Class (P) if <math>40 \leq M \leq 50</math></p>
24OBBA7.0	<p><b>ELIGIBILITY FOR AWARD OF DEGREE, PRIZES, MEDALS, AND RANKS</b></p>
24PBBA7.1	<p><b>Award of BBA Degree:</b></p> <p>a) Students shall be declared to have completed the undergraduate Programme of BBA degree and is eligible for the award of degree provided they have undergone the stipulated course work of all these semesters under the Scheme of Teaching and Examinations and have earned the prescribed number of credits as per scheme of teaching and evaluation for upto 6 semesters.</p> <p>b) For the award of degree, completion of bridge courses, if any, as</p>



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	<p>applicable is compulsory.</p> <p><b>BBA (Honors) Degree:</b></p> <p>c) The students who are eligible to take admission to 7<sup>th</sup> semester of the BBA (hons) program as per the clause 24OBBA6.3(4), Students shall be declared to have completed the undergraduate Programme of BBA(Hons) degree and is eligible for the award of degree provided they have undergone the stipulated course work of all these semesters under the Scheme of Teaching and Examinations and have earned the prescribed number of credits as per scheme of teaching and evaluation for upto 7<sup>th</sup> and 8<sup>th</sup> semesters .</p>
24OBBA7.2	<p><b>Special provision for independent learners: Fast track completion of 03/04-Year degree programme:</b></p> <p>The students who wish to complete the undergraduate programmes faster may do so by completing the different courses equal to the required number of credits and fulfilling all other requirements in N-1 semesters (where N is the number of semesters of an undergraduate programme). This facility is available for undergraduate programmes with a minimum duration of three years or six semesters. For example, a student may obtain his/her Six Semesters Bachelor's degree, after successfully completing five semesters of the programme, provided he/she has earned required/ prescribed number of credits and fulfills all other requirements for awarding the degree.</p> <p>Likewise, a student may obtain his/her Eight Semesters Bachelor's degree with honors, after successfully completing seven semesters of the programme, provided he/she has earned required number of credits and fulfills all other requirements for awarding the Bachelor's degree with honors.</p> <p><b>This provision will be given to the students who will pass 1<sup>st</sup> and 2<sup>nd</sup> semesters in 1<sup>st</sup> attempt with the CGPA not less than 7.5</b></p>
24OBBA7.3	<p><b>Slow track completion of 03/04- Year degree program:</b></p> <p>The students may complete the undergraduate programme in slow track.</p>





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	<p>They may pursue the three years or six semester programme in 06 years and four years or eight semester programme in 08 years.</p>
24OBBA7.4	<p><b>Award of Prizes, Medals, and Ranks</b></p> <p>For the award of Prizes and Medals, the conditions stipulated by the Donor shall be considered subject to the provisions of the statutes framed by the University for such awards.</p> <ol style="list-style-type: none"><li>1. For the award of rank in a Specialization of Bachelor of Business Administration (General) the highest CGPA secured by the students at the end of the VI semesters shall be considered after having completed the requisite credits.</li><li>2. Similarly for the award of rank in a Specialization of Bachelor of Business Administration (Hons) the highest CGPA secured by the students at the end of the VIII semesters shall be considered after having completed the requisite credits. (The student who continues for BBA(Hons) after VI semester will not be considered for the award of rank for BBA(general) after VI semester.)</li><li>3. The additional credits earned for the award of Honours/ Minors degree shall not have any bearing for the Rank declaration.</li><li>4. A student shall be eligible for a rank at the time of award of the degree provided that the student,<ol style="list-style-type: none"><li>a. Has passed all the Courses of I to VI/I-VIII semester in the first attempt only in case of Candidates admitted to I year.</li><li>b. Is not a repeater in any semester because of rejection of result of a semester/ shortage of attendance /temporarily discontinued and rejoined/readmitted etc.</li><li>c. Has completed all the semesters (I to VI or I to VIII ) in VTU constituent college or in any VTU affiliated college, excluding the autonomous colleges.</li><li>d. Has not been transferred from any autonomous college affiliated to VTU or any other University.</li></ol></li><li>5. The total number of ranks awarded shall be 10% of the total</li></ol>



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	<p>number of students who appeared in the VI/ VIII semester subject to a maximum of 10 ranks in a specialization.</p> <p>6. For an award of ranks in a specialization, a minimum of 10 students should have appeared in the VI/VIII semester examination.</p>
<b>24OBBA8.0</b>	<p><b>Change of College/Transfer</b></p> <ul style="list-style-type: none"><li>• Candidate shall be permitted for change of college only for the odd semesters by seeking admission within the stipulated period mentioned in the admission notification with the due consent from both the colleges.</li><li>• There shall not be any provision for transfer/change of college for even semesters. Further, lower semester examination failure/MPC candidates are not eligible for transfer/change of college within the Visvesvaraya Technological University's affiliated colleges.</li><li>• The same shall be applicable for the candidate seeking transfer from the colleges of other University within or outside the state or country by producing the eligibility certificate issued by VTU with the confirmation of similarity of the programmes (equivalence) with each other.</li><li>• Such transfer of admission shall be within the intake capacity of the respective class/ subject of the respective College.</li><li>• The Degree of 3 or 4 years shall be awarded from the University where the candidate has earned a requisite number of the credits prescribed for the programme as per the scheme of Teaching and Examinations</li></ul>

*Raj* ——— *BE*  
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**Annexure - I**

An illustrative example to calculate SGPA and CGPA for one academic year:

(a) SGPA and CGPA Calculations: An Illustrative Example for one academic year								
Semester (Odd :I, Even: II)	Course Code	Credits	Grade	Grade Points (GP)	Credit Points (CrP)	SGPA, CGPA		
I	XX11	3	B	8	3x8=24	$SGPA = \frac{101}{20} = 5.05$		
I	XX12	3	Absent(F)	0	3x0=00			
I	XX13	3	A+	9	3x9=27			
I	XX14	3	F	0	3x0=00			
I	XX15	3	B	6	3x6=18			
I	XX16	1	C	5	1x5=05			
I	XX17	1	A+	9	1x9=09			
I	XX18	2	B	6	2x6=12			
I	XX19	1	B	6	1x6 = 06			
Total		20(14*)		Total	101			
(14*): Total credits of the semester excluding the credits of the courses under F grade. Considered for the calculation of CGPA of the two consecutive semesters under consideration.								
II	XX21	3	B+	7	3x7=21	$SGPA = \frac{178}{26} = 6.85$		
II	XX22	3	A	8	3x8=24			
II	XX23	3	B	6	3x6=18			
II	XX24	3	C	5	3x5=15			
II	XX25	3	A+	9	3x9=27			
II	XX26	1	F	0	1x0=00	$CGPA = \frac{(101 + 178)}{14 + 25} = \frac{279}{39} = 7.15$		
II	XX27	1	A	8	1x8=08			
II	XX28	2	A+	9	2x9=18			
II	XX29	1	A	8	1x8=08			
<b>I semester</b>								
I	XX12	3	B	6	3x6=18	$CGPA = \frac{(101 + 178)}{14 + 25} = \frac{279}{39} = 7.15$		
I	XX14	3	B+	7	3x7=21			
Total		26(25*)		Total	178			
(25*): Total credits of the semester excluding the credits of the courses under F grade. Considered for the calculation of CGPA of the two consecutive semesters under consideration.								
<b>(b) CGPA Calculation of the Program: An Illustrative Example</b>								
<b>Semester</b>	I	II	III	IV	V	VI	VII	VIII
Credits of the semester	20	20	20	20	20	20	24	16
SGPA	5.0	6.73	9.20	6.86	8.18	7.73	9.18	9.40
ΣCrP	100	175	220	165	204	185	184	169
$CGPA = \frac{[100 + 175 + 220 + 165 + 204 + 185 + 184 + 169]}{160} = \frac{[1402]}{160} = 8.76$								

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