

St. Joseph's College of Commerce (Autonomous)

163, Brigade Road, Bengaluru – 560 025

Accredited with 'A++' Grade (4th Cycle) by the National Assessment
and Accreditation Council (NAAC)

Recognized by the UGC as
"COLLEGE WITH POTENTIAL FOR EXCELLENCE"



Bachelor of Business Administration (Professional - Finance and Accountancy) Semesters III and IV

Syllabus as per Karnataka State Education Policy 2024

Curriculum Framework w.e.f., 2024-2025

**Academic Year 2025 – 2026
Batch 2024 – 2027**

St. Joseph's College of Commerce (Autonomous)

Affiliated to Bengaluru City University

St. Joseph's College of Commerce (SJCC) was formerly a part of St. Joseph's College, established in the year 1882. The Commerce Department was established in the year 1949 and it became an independent college with its own building in Brigade Road in the year 1972.

The college has in its Vision a model for higher education which encourages individuals to dream of a socially just world and in its Mission a strategy to empower individuals in realizing that dream.

With an objective of imparting quality education in the field of Commerce and Management, the college has been innovating in all aspects of higher education over a long period of time. These innovations were further bolstered with the granting of autonomous status to the college by UGC in September 2005. From then on, the college has taken a lead in reforming curriculum and syllabus, examination and evaluation pattern and teaching and learning methods through the Board of Studies, the Academic Council and the Governing Council comprising of eminent academicians, industry representatives and notable alumni.

The college has undergone four cycles of NAAC accreditation starting from the year 2000 in which it secured 'five stars', next in the year 2007 an 'A' grade, in the year 2012 again an 'A' grade and recently in February 2021 an 'A++'. It is one of the very few institutions in the country to have secured A++ grade in the fourth cycle under the Revised Accreditation Framework (RAF) and the first college in Karnataka to do so. The college was declared as a 'College with Potential for Excellence' in the year 2010. In 2011, SJCC was recognized as a Research Centre by Bangalore University. The college has been ranked 55th in the National Institutional Ranking Framework (NIRF) ratings of Ministry of Education, Government of India, in 2024 and it has been the only institution from Karnataka to make it consistently to the top 100 in the country.

The college offers diverse programmes in Commerce, Business Administration, Arts and Science. Under Commerce Studies it offers B.Com, B.Com (Professional-International Accounting and Finance), B.Com (BPM- Industry Integrated), B.Com (Travel and Tourism), B.Com (Analytics), B.Com (Professional - Strategic Finance), M.Com (Finance & Taxation/ Marketing & Analytics), M.Com (International Business) & M.Com (Financial Analysis). Under Business Administration it offers BBA, BBA (Entrepreneurship) and BBA (Professional-Finance and Accountancy). Under Arts it offers BA (English, Communicative English and Psychology) and Under Science it offers B.Sc (Economics, Mathematics and Data Analytics). The college also offers five one-year Post Graduate Diploma programmes.

THE DEPARTMENT OF BUSINESS ADMINISTRATION

With the world of business constantly changing and a strong base created for technology in the country, it is of utmost importance to augment management talent and resources at all levels. Strategies and goals of any educational institution has to be constantly redefined to keep in pace with the external environment. All this led to the birth of the BBA department at St. Joseph's College of Commerce in the year 2004-2005. Within a short period of time, the department has emerged as a promising center in the field of management studies at the undergraduate level. This department aims at motivating students to take up higher studies in management, so that they may blossom into effective entrepreneurs who would not be afraid of taking risk, or teachers and researchers who would contribute positively towards the betterment of the society or to take up consultation to help business units leverage on management knowledge.

OBJECTIVES OF THE BBA (PROFESSIONAL - FINANCE AND ACCOUNTANCY) PROGRAMME:

1. To develop professional knowledge and skills in International Accounting, Finance, Auditing, Taxation, Risk Management etc. by adopting learner centred pedagogical practices.
2. To equip students with the necessary tutoring required as per CIMA standards to enable them to effectively pursue the professional qualification.
3. To inculcate a strong sense of ethics and corporate values, especially with regard to the accountability, transparency and responsibility of a professional in the business world.
4. To provide students with the opportunity to play diverse roles at senior or advisory levels in any organization.

I. ELIGIBILITY FOR ADMISSION

Candidates who have completed the two-year Pre-University course of Karnataka State or its equivalent are eligible for admission into this Programme.

II. DURATION OF THE PROGRAMME

The duration of the programme is three (03) years of Six Semesters. A candidate shall complete his/her degree within five (5) academic years from the date of his/her admission to the first semester. Students successfully completing three (03) years of the course will be awarded Bachelor's Degree in Business Administration.

III. MEDIUM OF INSTRUCTION

The medium of instruction shall be in English.

IV. ATTENDANCE

- a. A student shall be considered to have satisfied the requirement of attendance for

thesemester, if he/she has attended not less than 75% in aggregate of the number of working periods in each of the courses, compulsorily.

- b. A student who fails to complete the course in the manner stated above shall not be permitted to take the End Semester Examination.

V. TEACHING AND EVALUATION

M.Com/MBA/MFA/MBS/MTA/MA/M.Sc graduates with B.Com, B.B.A, B.B.S,BA and B.Sc as basic degree from a recognized university are only eligible to teach and to evaluate the courses including part – B courses of I and II semesters except languages, compulsory additional courses and core Information Technology related courses, Skill based, Value Based and Foundation courses, mentioned in this regulation. These courses shall be taught by the Post graduates as recognized by the respective Board of Studies.

VI. SCHEME OF EXAMINATION

ACADEMIC EVALUATION UNDER STATE EDUCATION POLICY (SEP) (EFFECTIVE FROM ACADEMIC YEAR 2024-2025)

The academic evaluation of both undergraduate (UG) and postgraduate (PG) programmes consists of two components: Continuous Internal Assessment (Formative Assessment) and End-Semester Examination (Summative Assessment). Assessment for UG Students under SEP will be as follows:

Type of Assessment	Assessment Component	Allotted Marks
Continuous Internal Assessment / Formative Assessment	CIA I (Test)	10 Marks
	CIA II (Skill-basedAssessment)	10 Marks
	Mid-Term Exam	20 Marks
Total	40 marks (scaled down to 20 marks)	
End-Semester Examination / Summative Assessment	End-Semester Examination (For three hours duration)	80 Marks
TOTAL		100 Marks

A. Additional Details

- **Mid-Term Exam:** The mid-term exam covers at least 40-50% of the syllabus and has duration of one hour.
- **Continuous Internal Assessment (CIA) Activities:** CIA activities are designed with clear objectives, modalities, assessment rubrics, and outcomes.

B. CIA improvement

There is **no provision for enhancing CIA marks** for UG students once the semester ends.

Attendance requirement for taking ESE

- The University Grants Commission (UGC) mandates a minimum of 75% attendance in each course to be eligible to write the End Semester Examinations (ESE).
- There is no provision for condonation of attendance under the UGC Act.

VII. MINIMUM FOR A PASS

- **Minimum Pass Marks in Final Examination:** A minimum of 40 percent is required in each course in the End Semester Exams. The student must score at least 32 marks out of 80 in the End Semester Examination (ESE).
- **Overall Pass Requirement:** The aggregate of Continuous Internal Assessment (CIA) and End Semester Examination (ESE) should also be a minimum of 40 percent. Out of 100 marks, a student must secure at least 40 marks in each course to qualify as passed inclusive of minimum 32 marks out of 80 in End Semester Exam.

VIII. GRADING SYSTEM FOR CHOICE BASED CREDIT SYSTEM (CBCS)

The modalities and operational details are given below:

- **Grade Points:** The College adopts a ten-point grading system. The papers are marked in a conventional way for 100 marks. The marks obtained are converted to grade point according to the following table. If a student is absent for the paper the grade point assigned is 0.

% Marks	95 - 100	90 - 94	85 - 89	80 - 84	75 - 79	70 - 74	65 - 69	60 - 64	55 - 59	50 - 54	45 - 49	40 - 44	Below 40
Grade Point	10	9.5	9	8.5	8	7.5	7	6.5	6	5.5	5	4.5	0

Credits: Credits are assigned to courses based on the following broad classification:

Courses Category	Instruction Hours/week	Credits
Languages	3 Hours	3
Major Core	4 Hours	4
Skill Enhancement Courses	1-4 Hours	1-4

Compulsory Courses	1-2 Hours	1-2
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Grade point calculation

- Semester Grade Point Average (SGPA): The SGPA is calculated as the sum of the product of the credits and the grade point scored in all courses, divided by the total credits.

$$\text{SGPA} = \frac{\text{Total of (Credits Earned X Grade Points)}}{\text{Total of Corresponding Credits}}$$

- Minimum SGPA required for a pass is 4.5.
- If a student has not passed in all courses or is absent, the SGPA is not assigned.
- Cumulative Grade Point Average (CGPA): The CGPA is the weighted average of all the courses taken by a student across all semesters of a programme.

$$\text{CGPA} = \frac{\sum \text{Total Credits in the Semester} \times \text{SGPA}}{\text{Total Credits of the Courses}}$$

Note: SGPA and CGPA will be rounded off to two decimal places.

Interpretation of SGPA/CGPA and Classification of Final Result

Grade Points	% of Marks	Grade	Result/Class Description
9.00-10.00	85 - 100	O	Outstanding
8.00-8.99	75 - 85	A+	First Class Exemplary
7.00-7.99	65 - 75	A	First Class Distinction
6.00-6.99	55 - 65	B+	First Class
5.50-5.99	50 - 55	B	High Second Class
5.00-5.49	45 - 50	C	Second Class
4.50 - 4.99	40 - 45	P	Pass Class
Below 4.5	Below 40	RA	To Re-Appear

IX. PATTERN OF ESE QUESTION PAPER UNDER SEP

The End Semester Examination (ESE) question paper under SEP will include questions that assess both Lower Order Thinking Skills (LOTS) and Higher Order Thinking Skills (HOTS). The difficulty level of the question paper will be distributed as follows: 40% easy, 30% difficult, and 30% very challenging.

- **Duration:** 3 Hours
- **Maximum Marks:** 80

The question paper pattern will be as follows:

Sections	Marks per Question	Number of Questions	Total Marks
Section A	2 marks	5 questions (out of 7)	10 Marks
Section B	5 marks	4 questions (out of 6)	20 Marks
Section C	12 marks	3 questions (out of 5)	36 Marks
Section D	14 marks	1 question (Case Study)	14 Marks
Total			80 Marks

X. REVALUATION AND RETOTALING

Requests for **revaluation**, **retotaling**, and **photocopies of the answer book** for the End-Semester Examination (ESE) must be submitted to the Controller of Examination along with the prescribed fee within two weeks from the declaration of results.

XI. ABSENCE DURING END SEMESTER EXAMINATION

If a student misses the End Semester Examination, they will be marked as "Absent" and will be required to take the supplementary examination for that course during the next available opportunity only.

XII. MALPRACTICE

Students will be dealt severely in case if they are found guilty of any malpractices during examination. The college has zero tolerance towards any kind of ~~foul~~ means adopted to secure marks in the exams.

OUTCOME BASED EDUCATION (OBE)

BBA (Professional – Finance and Accountancy)

PROGRAMME EDUCATIONAL OBJECTIVES (PEOs)

Our (BBA Professional – Finance and Accountancy) programme will produce graduates who will:

PE O1	Be competent, creative and highly valued professionals in industry, academia, or government.
PE O2	Adapt to a rapidly changing environment with newly learnt and applied skills and competencies, become socially responsible and value driven citizens, committed to sustainable development
PE O3	Act with conscience of global, ethical, societal, ecological and commercial awareness with sustainable values as is expected of professionals contributing to the country.
PE O4	Able to continue their professional development by obtaining advanced degrees in accounting and other professional fields.

PROGRAMME OUTCOMES (POs)

PO 1	Disciplinary and Inter-disciplinary Knowledge: Demonstrate the understanding of relevant business, management and organization knowledge, both academic and professional, in line with industry standards
PO 2	Decision Making Skill: Apply underlying concepts, principles, and techniques of analysis, both within and outside the discipline to generate all the possible solutions and pick one that shows their understanding of the problem and the outcomes.
PO 3	Integrated Problem-Solving and Research: Analyze how parts of a whole interact with each other to produce overall outcomes in complex systems by analyzing key managerial issues in a particular industry or company and propose appropriate managerial solutions to the situation
PO 4	Critical Thinking Skill: Evaluate evidence, arguments, claims and beliefs by using right type of reasoning as appropriate to the situation and Analyze how parts of a whole interact with each other to produce overall outcomes in complex systems.
PO 5	Creative Thinking Skill: Develops, implements and communicates new and worthwhile ideas using both incremental and radical concepts to make a real and useful contribution to their work
PO 6	Usage of Modern Technology and Tools:

	Use tools and technologies of digital nature, communication/networking tools and social networks appropriately to access, manage, integrate, evaluate and create information to successfully function in a knowledge economy.
PO 7	Leadership and Team Work: Develop a vision, translate that vision into shared goals, and effectively work with others to achieve these goals
PO 8	Ethical Conduct: Act responsibly and sustainably at local, national, and global levels.
PO 9	Collaboration: Work collaboratively and respectfully as members and leaders of diverse teams.
PO 10	Self-Directed and Life-Long Learning: Create goals and monitor progress toward them by developing an awareness of the personal, environmental and task-specific factors that affect the attainment of the goals.

PROGRAMME SPECIFIC OUTCOMES (PSOs)

PO 11	Financial Modelling as a Decision tool Justify financial decision making of a selected financial situation with an appropriate Financial Model.
PO 12	Exploring alternative solutions Develop alternative solutions for financial issues and develop systems and processes that meet the specified needs of business for appropriate consideration for social, cultural, Environmental and economic issues and challenges.

B.B.A (Professional - Finance and Accountancy) - PROGRAMME (Batch 2024)							
PROGRAMME MATRIX AS PER STATE EDUCATION POLICY							
Category/Semester	I	II	III	IV	V	VI	TOTAL
Part A : Languages							
Language 4 Hr - 3 Crs	Lang I	Lang I	Lang I	Lang I	-	-	
	Lang II	Lang II	Lang II	Lang II	-	-	
Part A Credits	6 Crs	6 Crs	6 Crs	6 Crs	-	-	24
Part B: Core Courses							
Major Core Courses 4 Hrs - 4 Crs	Perspectives In Management	Fundamentals of Financial Accounting	Financial Reporting	Advanced Financial Reporting	Income Tax I	Income Tax II	
	Fundamentals of Management Accounting	Cost and Management Accounting	Financial Management	Advanced Management Accounting	Goods and Service Tax	Quantitative Techniques	
	Fundamentals of Business Economics	Fundamentals of Ethics, Corporate Governance and Business Law	Managing Performance	Production and Operations Management	Financial Strategy	Strategic Management	
	Managing Finance in Digital World I	Managing Finance in Digital World II	Human Resource Management	Marketing Management	Research Methodology	Risk Management	
Elective Courses 4 Hrs/4 Crs					Elective I	Elective II	
Part B Credits	16	16	16	16	20	20	104
Part C : Skill Enhancement Courses /Activities							
Skill Based Courses /Activities		*Certificate Course 1 Cr	Introduction to Spreadsheet 2Crs	Data Visualisation 2 Crs	Elective Paper - Skill Based 3Crs	Survey Project 2Crs	
				*Certificate Course 1 Cr	Social Internship 1Cr	Corporate Internship 2Crs	
Value Based Activities		Extracurricular Activities 1 Cr	-	Extracurricular Activities 1 Cr	-	Extension Activities 1 Cr	
Part C Credits		2 Crs	2 Crs	4 Crs	4 Crs	5 Crs	17
Part D: Foundation /Compulsory Courses							
Foundation/ Compulsory Courses	Psychological Well being 1 Cr	Constitutional Values II 2 Crs	Environmental Studies 2 Crs	-	-	-	
	Constitutional Values I 2 Crs						
Part D Credits	3 Crs	2 Crs	2 Crs				7
Total Credits	25 Crs	26 Crs	26 Crs	26 Crs	24 Crs	25 Crs	152

B. B.A (Professional – Finance & Accountancy)
Course Structure
Semester III

Course Code	Title of the Course	Category	Lecture Hours per week	CIA	ESE	Total Marks	Credits
M 25 GE 301	General English	Language 1	3	20	80	100	3
M 25 KN 301	Kannada	Language 2	3	20	80	100	3
M 25 HN 301	Hindi						
M 25 AE 301	Additional English						
M2 24 MC 301	Financial Reporting	Major Core	4	20	80	100	4
M2 24 MC 302	Financial Management	Major Core	4	20	80	100	4
M2 24 MC 303	Managing Performance	Major Core	4	20	80	100	4
M2 24 MC 304	Human Resource Management	Major Core	4	20	80	100	4
UG 24 SB 301	Introduction to Spreadsheet	Skill Based Course	2	10	40	50	2
UG 24 CC 301	Environmental Studies	Compulsory Course	2	10	40	50	2
Total credits				140	560	700	26

B. B.A (Professional – Finance & Accountancy)
Course Structure
Semester IV

Course Code	Title of the Course	Category	Lecture Hours per week	CIA	ESE	Total Marks	Credits
M 25 GE 401	General English	Language 1	3	20	80	100	3
M 25 KN 401	Kannada	Language 2	3	20	80	100	3
M 25 HN 401	Hindi						
M 25 AE 401	Additional English						
M2 24 MC 401	Advanced Financial Reporting	Major Core	4	20	80	100	4
M2 24 MC 402	Advanced Management Accounting	Major Core	4	20	80	100	4
M2 24 MC 403	Productions and Operations Management	Major Core	4	20	80	100	4
M2 24 MC 404	Marketing Management	Major Core	4	20	80	100	4
UG 24 SB 401	Data Visualization	Skill Based Course	2	10	40	50	2
UG 24 SB XXX	*Certificate Course	Skill Based Course	*		25	25	1
UG 24 VB XXX	Extracurricular Activities	Value Based Activities		25		25	1
Total credits				155	545	700	26

*The Student shall take up any one certificate course of 30 hours, at the institutional level or any MOOC program under SWAYAM portal or through any other recognised training institute. It is compulsory for all students to carry out this course from the beginning of the first semester and before the end of the second semester. This will carry one credit which will be reflected in the second semester marks card.

