



GOVERNOR'S SECRETARIAT, BIHAR

RAJ BHAVAN, PATNA-800022

E-mail/Speed Post

Letter No.-BSU(Regulation)-20/2018-...../GS(I), Dated-.....

From,

P.C. Choudhary
Officer on Special Duty (Judl.)

To,

Vice Chancellors
All Universities of Bihar
(Except RAU, Pusa & BAU, Sabour)

Sub.- Regarding implementation of revise Curriculum under Choice Based Credit System at P.G. level in the Universities of Bihar.

Sir,

Reference is invited to this Secretariat's letter No.-BSU(Regulation)-20/2018-1809/GS(I), Dated 10-7-2018, vide which curriculum of 34 subjects of Choice Based Credit System (P.G. level) has been promulgated for its introduction in the Universities of Bihar.

In this regard, revise curriculum of **04** subjects (i.e. **History, Economics, Management (MBA) and Environmental Science**) have been finalized on the basis of recommendations of the panel of subject experts.

Accordingly, the Hon'ble Chancellor after due consideration on the recommendations of subject experts has been pleased to approve implementation of Choice Based Credit System with **04** subjects (P.G. level) in the Universities of Bihar with immediate effects.

Therefore, you are requested to implement the Choice Based Credit System, following all due statutory provisions. The curriculum of these 4 subjects may be downloaded from the Website of Raj Bhavan (www.Governor.bih.nic.in) and be adopted with a variation upto **20%** as per the guidelines of U.G.C.

Yours faithfully,

Sd/-

(P.C. Choudhary)

Officer on Special Duty (Judl.)

Memo No.-BSU(Regulation)-20/2018-2535.../GS(I), Dated-08-10-2018

Copy forwarded to All Officers, Raj Bhavan, Patna / Concerned Assistant, University Section, Raj Bhavan, Patna for information / Guard file for record.

Shri Bijay Kumar, Technical Director, Raj Bhavan, Patna with request to compare and upload all the scanned syllabus of 04 subjects on Website of Raj Bhavan, Patna immediately.

P.C. Choudhary
0-10-2018
Officer on Special Duty (Judl.)



GOVERNOR'S SECRETARIAT, BIHAR
RAJ BHAVAN, PATNA-800022

Speed Post

Letter No.BU(Regulations)-48/2014- /GS(I), Dated-
From,

N.K. Singh
Under Secretary

To,
The Vice Chancellor
B.S.B.A. Bihar University,
Muzaffarpur.

Sub:- Approval of the Ordinance and Regulations of Bachelor of Business Administration (B.B.A.)(under Semester system)of B.S.B.A. Bihar University, Muzaffarpur.

Sir,

I am directed to invite a reference to the University's letter no. B/1186, dated 09.06.2014 on the subject noted above and to inform that Hon'ble Chancellor, after due consideration of the proposal for approval of the Ordinance and Regulations of Bachelor of Business Administration (B.B.A.) (under Semester system) of the University and advice of the Advisory Committee and in exercise of powers vested in him under Section 38(2) and 39(2)(ii) of the Bihar State Universities Act, 1976, as amended up-to-date, has been pleased to approve the Ordinance and Regulations of **Bachelor of Business Administration (B.B.A.) (under Semester system) of Babasaheb Bhimrao Ambedkar Bihar University, Muzaffarpur (copy enclosed)**, from the **Session 2014-17** onwards with the condition to seek approval of the number of seats from the State Government before starting the course and send compliance to this Secretariat before commencement of the Session.

Further necessary action may kindly be taken accordingly.

Yours faithfully,

Encl.:- As above

Sd/-
(N.K. Singh)
Under Secretary

Memo No.BU(Regulations)-48/2014- /GS(I), Dated-
Copy alongwith copy of approved Ordinance and Regulations of **Bachelor of Business Administration (B.B.A.) (under Semester system) of B.S.B.A. Bihar University**, forwarded to Principal Secretary, Education Department, Govt. of Bihar for information and necessary action.

Encl.:- As above

Sd/-
(N.K. Singh)
Under Secretary

Memo No.BU(Regulations)-48/2014- 1406 /GS(I), Dated- 23-09-2014
Copy alongwith copy of approved Ordinance and Regulations of **Bachelor of Business Administration (B.B.A.) (under Semester system) of B.S.B.A. Bihar University**, forwarded to Scientist-D, In-charge Computer Cell, Raj Bhavan, Patna for uploading on the website of Raj Bhavan/Guard File of Regulations and Ordinance of **B.S.B.A. Bihar University, Muzaffarpur.**

Encl.:- As above

(N.K. Singh)
Under Secretary

Appendix - A

Ordinance:

1. Objective:

Bachelor of Business Administration, a Three Years under graduate course (spread over six semesters) under UGC curriculum has been designed to expose the students to the main stream of the growing world of Management Science as need of the hour.

2. Eligibility for Admission:

Any student who has passed +2 / Intermediate Examination or equivalent and secured 50% marks(45% in case of reserved category) in qualifying examination shall be eligible for admission.

3. Selection Procedure:

- i. The admission notice shall be published in daily newspapers.
- ii. The selection of candidates for admission shall be made on the basis of a merit list of the applicants prepared on the basis of the marks obtained in Written Entrance Test of 80 marks conducted by the University and Viva-Voce of 20 marks conducted by the concerned college.
- iii. The admission shall be strictly made as per the Reservation Roster for different categories as per the rule of State Government.
- iv. In no case the admission beyond the sanctioned seat will be taken in any category.

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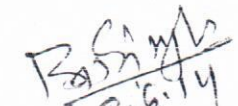
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B. R. A. Bihar University
MUZAFFARPUR

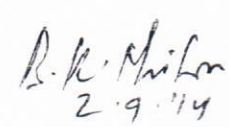
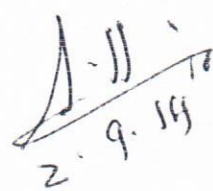
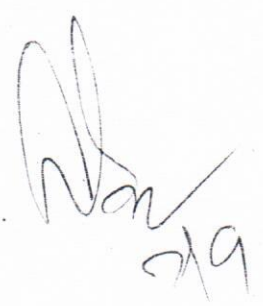
4.1.a. The consolidated fee payable for the three-year programme is Rs. 42,000 (Forty Two thousand). The detailed break-up of the consolidated Fee is as follows:

	In Rupees
Admission Fee	1000.00
Tuition Fee	36000.00
Development charge	<u>5000.00</u>
Total	42000.00

b. Mode of Payment:

- i. Fee payable at the time of admission Rs. 12,000/-.
- ii. Fee payable at the time of commencement of the II semester Rs. 6,000/-.
- iii. Fee payable at the time of commencement of the III semester Rs. 6,000/-.
- iv. Fee payable at the time of commencement of the IV semester Rs. 6,000/-.
- v. Fee payable at the time of commencement of the V semester Rs. 6,000/-.
- vi. Fee payable at the time of commencement of the VI semester Rs. 6,000/-.


 R. S. Singh
 Res. Secy.
 B.R.A. Bihar University
 MUZAFFARPUR


 B. K. Mishra
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Appendix-B

Regulation 5

1. Name of the Course:

- i. These regulations will be called Bachelor of Business Administration regulation 2014 and will be effective in the University from Academic session 2014-17.
- ii. The Bachelor of Business Administration Course shall be assigned to the Faculty of Management of the University.

2. Duration of the Course:

- i. The course shall be spread over in six semesters. The duration of each semester shall be of six months and named as First, Second, Third, Fourth, Fifth & Sixth semesters.
- ii. The First, Third & Fifth semesters shall commence from the first week of July every year and Second, Fourth & Sixth semesters shall commence from the first week of January every year.

3. Course-Structure:

- a. The course instruction for each semester shall be not less than 18 hours per week and 16 weeks per semester. The 15% time shall be allocated for group discussion etc. and 85% time allocated for lectures & tutorials.
- b. (i) There shall be five theory papers in each of the first, second, third, fourth & fifth semesters, carrying 100 marks provided that in sixth semester there shall be two theory papers of any one specialisation paper & one paper shall be project work and viva-voce in place of theory paper.


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(ii). The course structure shall be as follows:

COURSE STRUCTURE

1st Semester

Papers:

1. Business Mathematics
2. Communicative English
3. Business Accounting
4. Business Economics
5. Business & Industrial Organisation

2nd Semester

1. Principles of Management
2. Organisation Behaviour
3. Business Communication
4. Business Statistics
5. Fundamentals of Computers

3rd Semester

1. Materials & Production Management
2. Human Resource Management
3. Marketing Management
4. Financial Management
5. Legal Aspects of Business

4th Semester

1. Computer Applications in Management
2. Research Methodology
3. Management & Control of Costs
4. Entrepreneurship
5. Business Environment

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Registrar
B.R.A. Bihar University
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5th Semester

- 1. Corporate Taxation
- 2. Business values & Ethics
- 3. Fundamentals of Operation Research
- 4. Management Control Techniques
- 5. Management Information System

6th Semester

Candidates will be required to opt any one group comprising two papers of the following:-

Group – A : Marketing Management

- Paper : I Advertising & Sales Management
- Paper : II Consumer Behaviour

Group – B : Human Resource Management

- Paper : I Human Resource Development
- Paper : II Industrial Relations

Group – C : Financial Management

- Paper : I Securities & Securities Market
- Paper : II Industrial Finance

Group – D : Information Resource Management

- Paper : I E- Commerce
- Paper : II Database Management

Group – E : Managing Rural Change

- Paper : I NGO Management
- Paper : II Management in Rural Development

Group – F : International Trade Management

- Paper : I International Business
- Paper : II Export Procedures & Documentation

Registrar
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Group – G : Management of Services

- Paper : I Hospitality Management
- Paper : II Insurance Management
- Paper : III Project Report 50 marks
- Viva-voce 50 marks
- (based on Project Report)

d. The Academic Council of the University on the recommendation of Board of Courses of Studies may make the details of the Course and amend the course structure, if required.

4. Examination:

- i. Subject to the ordinance made for the purpose, a candidate shall be allowed to take-up examination of any semester if he/she has attended 75% of the total classes held during the semester and nothing adverse is reported against him/her.
- ii. No student shall be allowed to take-up any examination unless he/she is registered with the University as a student.

5. Evaluation:

- i. The student shall be continuously assessed during the semester course for 20 marks in each paper except Project Report & Viva-voce, known as internal assessment followed by a Term-End examination of 3 hours duration for each theory paper of the semester carrying 80 marks.
- ii. The marks on internal assessment shall be awarded on the following basis:
 - a. Participation in seminars, case discussions and group work activities.

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6. Registrar
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Bihar University
MUZAFFARPUR

B. R. A. Bihar University
MUZAFFARPUR

- b. Class tests, quizzes, individual and group oral presentations.
- c. Submission of written assignment, term papers and Viva-Voce.
- d. Class-room participation and attendance.
- e. Participation in promoting social welfare.
- f. Discipline
- iii. The relative weightage on the components mentioned at (ii) shall be decided and declared by the Head of the Institution at the time of start of the semester.
- iv. The setter of theory papers shall be appointed by the Vice Chancellor/Examination-Board out of the names recommended by the Director.
- v. In sixth semester the project report shall be evaluated in 50 marks by a board of two external examiners appointed by Vice Chancellor / Examination Board of Autonomous College and the same board of examiners shall conduct Viva-Voce in 50 marks. In case of non availability of the same examiners different examiners may also be appointed for viva-voce.
- vii. Provided further that each student is required to submit his/her project work in duplicate duly forwarded by a teacher of the Institution before the commencement of theory examination of fourth / sixth semester.
- viii. The Internal assessment (except Project Report & Viva-Voce) must be submitted to the Controller of Examinations before the conduct of theory papers.

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- ix. The Internal assessment shall be carried out by a board of internal examiners to be appointed by the Head of the Institution.

6. Publication of Results:

- i. A candidate securing 40% in each paper and overall 45% marks in a semester shall be declared pass in that semester. All those candidates who fail to pass or fail to appear in a semester shall be promoted to the next semester and may avail a carry over in three subsequent examinations to clear the semester, provided that there shall not be any carry over in sixth semester.

A candidate who fails to pass in 6th semester shall be allowed to appear in only theory papers in subsequent three examinations and exempted from Project work and viva-voce if he/she secures 50% marks in Project work and viva-voce.

Provided further that if a candidate secure 40% in each theory paper but fails to secure 45% in aggregated in a semester, he/she will have to appear in all theory papers again.

- ii. The final result shall be declared on the basis of aggregate marks secured out of 2800 marks in all six semesters and the candidate shall be placed :
 - a. in second class if he/she secures 45% marks and above but less than 60% marks in aggregate.
 - b. in First class if he/she secures 60% marks and above in aggregate.

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- iii. A candidate who has passed in all papers in one chance and secured marks above 75% in any paper will be declared to have secured "Distinction" in that paper.
- iv. In no case there shall be any re-evaluation, however scrutiny of Answer scripts may be done as per the University rules.
- v. There will be no grace marks in any semester.

7. Certificate of Excellence:

A successful candidate securing the highest marks in first class at the final examination will be given a certificate of Excellence/Gold medal provided he/she has cleared all the semester examinations in the very first attempt. If two students secure same marks at the final examination, certificate of excellence will be given to both of them.

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P. S. M.
 2/9/14
 Registrar
 B. R. A. Bihar University
 MUZAFFARPUR



GOVERNOR'S SECRETARIAT, BIHAR
RAJ BHAVAN, PATNA-800022

Letter No. BU(Regulation)-23/2015- /GS(I), Dated

From,

A.L. Srivastav
Officer on Special Duty (Judl.)

To,

The Vice Chancellors
BRA Bihar University
Muzaffarpur.

Sub:- Regarding approval of Ordinance and Regulations of **MCA & BCA course under self financing scheme (Regular Mode)** of BRA Bihar University, Muzaffarpur.

Sir,

I am directed to invite a reference to the University's letters no B/301, dated 09.03.2016 on the subject noted above and to inform that the Hon'ble Chancellor, after due consideration of the proposal of the University, advice of the Advisory Committee and in exercise of powers vested in him under Section 38(4) and 39(2)(ii) of the Bihar State Universities Act, 1976, as amended up to date, has been pleased to approve the Ordinance and Regulations of **MCA & BCA under self financing scheme (Regular Mode)** in **BRA Bihar University, Muzaffarpur (copy enclosed)** with the condition that University will seek approval of the number of seats from the State Government and AICTE before starting the course. The University must take care of this condition and report to the Chancellor's Secretariat about the compliance of this condition before the commencement of the course.

Further necessary action may kindly be taken accordingly.

Yours faithfully

Encl:-As above

Sd/-
(A.L. Srivastav)
Officer on Special Duty(Judl.)

Memo No. BU(Regulation)-23/2015- /GS(I), Dated

Copy alongwith copy of approved Ordinance and Regulations of MCA & BCA in BRA Bihar University (**Copy enclosed**), forwarded to Principal Secretary, Education Department, Govt. of Bihar for information and necessary action.

Encl:-As above

Sd/-
(A.L. Srivastav)
Officer on Special Duty(Judl.)

Memo No. BU(Regulation)-23/2015-¹¹⁴⁴ /GS(I), Dated ^{15/06/2016}

Copy alongwith copy of approved Ordinance and Regulations of MCA & BCA in BRA Bihar University (**Copy enclosed**), forwarded to Scientist-D, In-charge Computer Cell, Raj Bhavan, Patna for uploading on the website of Raj Bhavan/All Assistant of University Section/Guard File for record.

Encl:-As above

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15.6.16
Officer on Special Duty(Judl.)



**Babasaheb Bhimrao Ambedkar
Bihar University
Muzaffarpur (Bihar) - 842001**

{Website:-www.brabu.net} {Phone+Fax No.:- 0621-2243071} {E-Mail Id:-registrar.brabu@gmail.com}

Ref. No. ... B/301 ...

Dated 09.03.....2016

To

Sri A.L. Srivastava
OSD (Jud.)
Governor's Secretariat,
Bihar, Raj Bhawan, Patna

Subject : Regarding proposal for Draft Ordinance and Regulation of BCA and MCA Course under self financing scheme (Regular Mode) B.R. A. Bihar University, Muzaffarpur.

Ref. : Letter no. BU(Regulation)-22/2015-1368/GS(1) dated 21.09.2015 & Letter no. BU(Regulation)-22/2015-14/GS(1) dated 04.01.2016.

Sir,

I am directed to request you to make a reference of the above mentioned letter regarding the decision of the advisory committee to adopt the approved regulation and ordinance of BCA and MCA Course of Patna University vide letter no. PU47/2008-3017/GS(1) dated 20.10.2010. As the matter relates to two different Ordinances and Regulations, it seems appropriate to deal with them separately.

Ordinance and Regulation of MCA Course

The University wants to convey to you that the MCA course in Patna University is running on the basis of Semester system. In this University also, the MCA course has been proposed on the semester system and running wef 2003-06

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on the same system in anticipation of the approval of Hon'ble Chancellor. The Ordinance and Regulation was sent to Raj Bhawan for kind approval of the Hon'ble Chancellor vide letter no. B/1852 dated 01.08.2001 and B/Senate/302 dated 04.10.2005 and B/1052 dated 09.06.2015 and B/939 dated 10.08.2015 after the approval of all Statutory bodies of the University. It is also worth mention that AICTE has already granted approval for running of MCA course at L. N. Mishra College of Business Management w.e.f. session 2003-04 vide letter no. F-720-73-003(CS)/Et/2000 dated 07.05.2003 (Encl. 1). However, the consideration of approval of proposed ordinance and regulation remain pending for about a decade at Raj Bhawan.

Recently, through the above referred letter, the University was directed to adopt the Ordinance and Regulation of Patna University. Accordingly the proposed Ordinance and Regulation has been redrafted incorporating all provisions of the Ordinance and Regulation of Patna University except the provision 2.1 of Ordinance and Provision 3.2, 4.1, 4.5 of Regulation. The justification for not exactly incorporating these four provisions are mentioned below :

Provision 2.1 of Ordinance

Proposed	Patna University
A candidate seeking admission to MCA course must be having Bachelor's degree of minimum three years duration with Mathematics at 10+2 level or Graduate level. The candidate must have obtained at least 50% (45% in case of candidate belonging to reserve category) at the qualifying examination.	A candidate seeking admission to MCA course must be BCA or B.Sc. in Computer Science or Graduate (Honors) in any stream with Mathematics as a subject plus a certificate or equivalent qualification in computing of at least one year duration from a recognized institution. The candidate must have secured at least 45% marks in the above graduate level <u>qualification</u> examination.

Thus it is obvious that the candidate must have Mathematics as a subject in Graduation for admission in Patna University. Such a candidate should also have a Certificate of Computing of at least one year duration from recognized institution.

In place of the above requirement, the proposed Ordinance requires Honours Graduate in any stream with Mathematics at (+2) level and no additional certificate of Computation.

This part of the proposed Ordinance has been drawn from the Regulation of AICTE which is reproduced below (enclosure 2), "Recognized Bachelor's degree of minimum three years duration with Mathematics at 10+2 level or Graduate level. Obtained at least 50% (45% in case of candidate belonging to reserve category) at the qualifying examination". (Page 73 of the approval process hand book 2015-16).

It appears logical to apprehend that AICTE may disapprove the MCA degree of the University if the above eligibility condition is not exactly followed.

Provision 3.2 of Regulation

Proposed	Patna University
The courses offered in a semester shall be continually assessed and evaluated to judge the performance of a student on the basis of internal assessment. The components of the internal assessment shall be : (a) Two Mid-semester Tests, each of 10 marks, and (b) One Home Assignment of ten marks.	The courses offered in a semester shall be continually assessed and evaluated to judge the performance of a student on the basis of internal assessment. The components of the internal assessment shall be : (a) Two Mid-semester Tests, each of 15 marks, and (b) One Home Assignment of ten marks.

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It is pertinent to mention that in all post graduate courses of the University, the Regulation of which are duly approved by the Hon'ble Chancellor have internal assessment of 30 marks only. It is also quite reasonable because the ratio of 30:70 for internal vs external evaluation gives proper weightage to both evaluations and also followed by the Universities of other states.

Provision 4.1 of the Regulation

Proposed	Patna University
The term end theory and practical examination will be conducted by the University and the midterm test will be conducted by the institution.	There shall be University Examination at the end of each semester. In lab papers, the semester-end examination will be based on laboratory based practical tests. The examinations (two Mid-semester Tests and practical tests for lab) will all be conducted by the University.

Internal assessments are usually done by the institution.

Provision 4.5 of the Regulation

Proposed	Patna University
A candidate securing 40% in each paper and overall 45% marks in a semester shall be declare pass in that semester. All those candidates who fail to pass or fail to appear in a semester shall be promoted to the next semester and may avail a carryover in three subsequent examinations to clear the semester, provided that their shall not be any carryover in sixth semester.	A student shall have to pass separately in each paper (Theory & Practical) of each semester before he/she is promoted to the next semester.

Provided further that if a candidate secure 40% in each theory paper but fails to secure 45% aggregate in a semester, he/she will have to appear in all theory papers again.

It is worth emphasizing that carry over is inherent in semester system and it is implemented in the BBA course as well as in all the post graduate courses of this University with the approval of the Hon'ble Chancellor.

Further, In the proposed Ordinance, a change in fee structure is mentioned because the Ordinance was approved in the year 2003 and the Patna University itself has already changed the fee structure. It was also in accordance with the provision 2.9 of the Ordinance which read as :

The fee structure may be revised from time to time by the Vice-Chancellor in consultation with the Course Co-ordinator and a Committee constituted by the Vice-chancellor for the purpose after obtaining approval of the Chancellor.

Ordinance and Regulation of BCA Course

This is to communicate to you that we gathered that BCA Course in Patna University is running on TDC pattern. In our University also, constituent and affiliated Colleges except the professional Colleges such as L. N. Mishra College of Business Management and Vaishali Institute of Business and Rural Management, the TDC (Computer application) Hons. was running on the same pattern with the approval of Hon'ble Chancellor vide letter no. BU-69/97-2140 GS(1) dated 23.07.1998.

You might be aware that the UGC has been continuously insisting for switch over to Semester system of teaching and examination in under graduate and post graduate courses. In this back ground, the L. N. Mishra College of Business Management and Vaishali Institute of Business and Rural Management, Muzaffarpur have introduced semester system of education in BCA course with the approval of the all statutory bodies of the University. The proposed Ordinance and Regulation was sent to Raj Bhawan for the approval of the Hon'ble Chancellor vide letter no. B/1186 dated 09.06.2014.

A direction was received by the University in this regard vide letter no. BU-46/2014 (regulation)-1444/GS(1) dated 08.10.2014. The above direction was issued with a notion that the semester system in BCA course is not operative in any of the Universities of Bihar while it was learnt that BCA course on semester system is operative at T. M. Bhagalpur University, Bhagalpur wef. 2008 with the kind permission of the Hon'ble Chancellor.

In the above background, the University had decided to introduce semester system in BCA course in its constituent colleges and affiliated Colleges and requested for approval vide letter no. 1052 dated 09.06.2015 and B/939 dated

10.06.2015 after the approval of the statutory bodies of the University. It has become imperative due to the following reasons:-

1. The UGC is continuously insisting to introduce semester system of education in all undergraduate and post graduate courses.
2. The T. M. Bhagalpur University, Bhagalpur has already introduced semester system in the BCA course since 2008-11 with the approval of the Hon'ble Chancellor vide letter no. TMBU-66/2007- 4343/GS(1) dated 30.11.2007 (enclosure 3).
3. In this University, even the BBA course is running in semester system with the approval of the Hon'ble Chancellor wef 2014-17 vide letter no. BU(Regulation)-48/2014-1406/GS(1) dated 23.09.2014 (encl. 4)
4. The University has already introduced semester system in all the post graduate courses w.e.f. 2014-15 with the approval of the Hon'ble Chancellor and the University is also preparing to introduce the semester system in all under graduate courses from the next session.

Therefore the Ordinance and Regulation of BCA course has been redrafted on the pattern of Ordinance and Regulation of T. M. Bhagalpur University, Bhagalpur as well as in consideration of Ordinance and Regulation of BBA course of this University where both are approved by the Raj Bhawan and running in semester system.

In consideration of all the above facts the Vice Chancellor under the powers vested in him under Section 10(12) of the Bihar University Act, 1976 has approved the redrafted Ordinance and Regulation of MCA and BCA courses for onward transmission to the Hon'ble Chancellor for approval.

I therefore request you to place the above matter before Hon'ble Chancellor for his kind approval of

1. Proposed redrafted Ordinance and Regulation for MCA course, wef 2016-19. (Encl. 5)
2. The Ordinance and Regulation for MCA course, which is currently implemented in the University (copy enclosed as encl. 6) till the session 2015-18 as transitory Ordinance and Regulation.
3. The proposed Ordinance and Regulation for BCA course on semester system pattern. (Encl. 7)

I further request you to communicate the approval of Hon'ble Chancellor at the earliest.

Yours faithfully

Ruishi
09-03-2016

Registrar

Registrar
B.R.A. Bihar University
Muzaffarpur

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B. R. A. BIHAR UNIVERSITY
MUZAFFARPUR