

University Business School

Panjab University, Chandigarh (India)

- MBA
- MBA (INTERNATIONAL BUSINESS)
- MBA (HUMAN RESOURCE)
- MBA (BIOTECHNOLOGY)

Handbook of Information 2013





‘UNIVERSITY BEAUTIFUL’ OF ‘CITY BEAUTIFUL’

Chandigarh, the acknowledged masterpiece of architectural aesthetics, is counter among the beautiful cities of India. Having witnessed a unique harmony in industrial and cultural growth, it has produced the best minds in many fields.

Panjab University was founded more than a century ago. From a small beginning as an expanded version of a college in Lahore (Pakistan), it grew steadily into a University of national significance. Pundit Nehru's dream of 'University Beautiful' in a 'City Beautiful' was realized with the location of the Panjab University in Chandigarh in 1956. Spread over two sectors in the city, Panjab University Chandigarh has a green, clean and beautiful campus.

At present, the Panjab University encompasses the Chandigarh Campus with its teaching departments and its affiliated colleges spread over the Union Territory of Chandigarh and a part of the state of Punjab along with the Regional Centres at Muktsar, Ludhiana, Kauni and Hoshiarpur. It has more than 75 teaching departments, covering areas of study in Science, Arts, Business Management and Commerce, Engineering and Technology, Law and Pharmaceutical Science. University Business School (UBS) and several other departments of the University enjoy the status of UGC's Centers of Excellence.

PANJAB UNIVERSITY, CHANDIGARH



Professor Arun K. Grover
Vice-Chancellor

Message

More than four decades old, University Business School at Panjab University, Chandigarh, has earned a distinct place amongst the premier institutes of management in the country by imparting dynamic business education and research programmes. A very large number of its alumni are working at high positions in public and private sectors both in India and abroad. In today's vibrant environment UBS intends to continue with its tradition of delivering well crafted individuals to the corporate world.

In its pursuit for excellence, the University Business School has been offering quality innovative courses viz. MBA, MBA in Bio-technology, Human Resource, International Business, Executive and Master of Commerce (Hons) to facilitate professional learning so as to help the students in harnessing their true potential for benefitting from the emerging sectors of economy. I appreciate the illustrious faculty members for their efforts to develop managers who can understand the fast and ever changing economy and corporate world.

It gives me great satisfaction that University Business School is engaged in bringing out "Handbook of Information 2013" by incorporating the information required by the candidates seeking admission to various management courses during the session 2013-2014.

I extend my best wishes to all the candidates and also wish the publication a great success.

Arun K. Grover
August 22, 2012

UNIVERSITY BUSINESS SCHOOL



Professor A. K. Vashisht
Dean & Chairman

Message

University Business School is one of the prestigious institutes of our country. It has been imparting quality management education for more than four decades. Faculty members of the school are highly qualified, experienced and dedicated. They pay full personal attention to proper growth of each and every student. Our students are shaped out as responsible individuals for manning distinguished positions in India and abroad. We are proud of our alumni. In the near future we hope to take up new and challenging assignments in research and development in the area of management for assisting the industrial growth of our country.

I hope that reading of this “Handbook of Information” would enlighten those who are aspiring to join management programs at University Business School. We do not only impart theoretical education but prepare our students for discovering their own potential. They are trained for discharging their future responsibilities effectively. We help them in raising their levels of integrity, self help, imagination, creativity, patience, empathy and fortitude. All this drives them to achieve unusual distinctions in their careers.

I extend my best wishes to all candidates.

Professor A. K. Vashisht

CONTENTS

- A. Admission Process**
- B. Submission of Documents**
- C. Cancellation of Seats/Admission**
- D. Eligibility Condition of Admission**
- E. Guidelines for Percentage of Reserved/Open Seats**
- F. Courses Structure**
- G. Specimen Forms of Certificate for Reserved Category**
- H. Guideline for Admission to Reserved Category of Sports**
- I. About UBS & Fee Structure etc.**
- J. Category wise Break up of seats for MBA Programmes**

MBA, MBA (IB), MBA (HR), MBA (BIOTECH) AT UBS, PU, CHANDIGARH

A.- ADMISSION PROCESS

1. Admission for these courses will be made on the basis of merit determined by scores of the candidates in Common Admission Test (CAT) 2012 conducted by IIMs, followed by Group Discussion and Personal Interview (GD & PI). All candidates wishing to apply for MBA Programmes at UBS must take Common Admission Test (CAT)- 2012 conducted by IIMs. The candidates are advised to visit UBS admission website <http://ubsadmissions.puchd.ac.in> for detailed instructions & procedure for participation in the admission process. The hard copy of the application alongwith necessary documents should reach UBS latest by 10th December, 2012 upto 4 p.m. Thereafter no application shall be accepted. Panjab University shall not be responsible for any postal delay in delivery or loss in transit of application form.
2. The category wise list of candidates to be called for Group Discussion and Personal Interview shall be prepared on the basis of their score in the CAT 2012 subject to the condition that they secure a minimum 10% score (5% in case of SC/ST/BC candidates) in each component of CAT 2012 viz., quantitative logic & data interpretation, and verbal, and/or any other component which may be added later at any stage to the CAT 2012. Whether in the General Category or in any of the reserved categories, no candidate who has secured less than the said minimum score in CAT shall be eligible to be called for Group Discussion and Personal Interview.
3. The number of candidates to be called for Group Discussion and Personal Interview will be equal to eight times the total number of seats of all these courses in each category or the total number of eligible candidate, which ever is lower.

Explanation: While working out the percentage of seats in the reserved category (refer to guidelines for percentage of reserved/open seat), if the number arrived at contains a fraction, the same shall be resolved as follows:-

If the fraction is 0.5 or more, it shall be rounded off to 1; if it is less than 0.5, it shall be ignored. This shall, however, not affect the total number of seats in the General Category. To ensure this, if the total number of seats after making this adjustment, exceeds the prescribed number fixed for the course, the necessary additional seats shall be created with the prior permission of the D.U.I./Vice-Chancellor, Such seats, if created, shall be treated as additional only for the year in question.

The additional seats, if required to be created, shall be created only for the reserved category and not for the general category.

4. The Group Discussion and Personal Interview of the short-listed candidates will be held at University Business School, Panjab University, Chandigarh. The invitation for attending GD/PI & schedule of GD/PI would be put on UBS admission website <http://ubsadmissions.puchd.ac.in> only. Alert about the schedule of GD/PI would be sent to the registered email address of the candidates. No other communication shall be made in this context.

Attendance in Group Discussion and Personal Interview is a must. If any candidate does not attend any one of the components, GD or PI, his/her candidature shall stand cancelled.

5. Final Merit List of the candidates for admission will be prepared category wise on the basis of their combined aggregate score in CAT 2012 and Group Discussion and Personal Interview.
6. The weightage for CAT, Group Discussion and Personal Interview for preparing the final Merit List for admission will be as follows:

WRITTEN TEST (CAT)	85% (OF CAT 2012 PERCENTAGE SCORE & NOT PERCENTILE)
GROUP DISCUSSION	7.5%
PERSONAL INTERVIEW	7.5%

In case of a tie, the following rules would apply:

- i) A candidate getting higher percentage in the qualifying examination shall rank higher in order of merit.
- ii) That if the marks in the qualifying examination are also the same then the candidate obtaining more marks in the immediate lower examination shall rank higher in order of merit.
- iii) That if two or more candidates secure equal marks in (i) & (ii) above, the candidate senior in age shall rank higher in order of merit.

Admission shall be made strictly on the basis of merit.

7. The eligibility of a candidate shall be provisional at every stage of the admission process. It will be the responsibility of

the candidate to ensure his/her eligibility and fulfilment of various conditions for admission as prescribed in the Rules/Regulations of the University admission can be cancelled at any stage in case the candidate is not found to be eligible.

8. (a) The final combined category-wise result of the candidates is expected to be notified in April/May, 2013. Information about the counselling date/dates for admission shall be displayed on website and the candidates are advised to regularly browse UBS website <http://ubsadmissions.puchd.ac.in>
 - (b) Candidates shall have to fulfill the eligibility conditions at the time of admission, failing which their candidature shall not be considered for admission even after they have gone through all the stages of the admission process. During the counseling, admission to MBA, MBA(IB), MBA(HR) and MBA (Biotech) will be offered strictly according to the combined Merit List as also the option given by the candidates for different courses. The candidates appearing in their final degree examinations/qualifying examinations whose result is not declared at the time of counseling shall be admitted provisionally subject to submission of the result of the qualifying examination positively by 31st August 2013 or the last date extended by the University i.e. last date of admission with the permission of the Vice-Chancellor, by 12.00 noon.
9. (a) Information about the seats falling vacant, if any, after start of the classes and counseling date/s to fill up these seats shall be displayed on the UBS website <http://ubsadmissions.puchd.ac.in>.
 - (b) The seats of those candidate's who are admitted provisionally and fail to submit the result of the qualifying examination by 31st August 2013 or the last date of admission as extended by the University with the permission of the Vice-Chancellor, by 12.00 noon, shall stand cancelled without any notice. Resultant vacant seat/s, if any, shall be filled strictly according to the merit from those who are present at 04.00 p.m. on that day. Information about the seat/s falling vacant due to the non submission of the result of the qualifying examination or any other reason on 31st August 2013 or the last date extended by the University will be displayed on the Departmental notice board only. It is the candidate s' responsibility to be present in the UBS and keep a watch for such vacant seats.
10. For admission to Sports Category please see the detailed guidelines for admission to reserved category of sports specified at **Part - H**.
 11. In Defence Category, all the applicants fulfilling the eligibility conditions (i.e. the minimum eligibility criteria for admission) shall be ranked according to the criteria specified at clause vi (refer to Part - E for percentage of reserved / Open seats). Out of these candidates, the number of candidates to be called for GD & PI shall be eight times the number of seats in this category or the total number of eligible candidates whichever is lower. In case of a tie, the combined score of CAT 2012 and GD & PI would be used for deciding the candidate to be admitted.
 12. Seats under Foreign Nationals/NRI Category are available for:
 - (i) Foreign nationals, i.e., nationals or citizens of countries other than India who are not persons of Indian origin.
 - (ii) Persons of Indian origin who are citizens of countries other than India and hold the passport of the country concerned.
 - (iii) Children, i.e., sons and daughter of persons of Indian origin (who may, or may not, be citizens of countries other than India), provided they have resided in a country other than India for a minimum period of three years immediately preceding the year of admission in the University.

Explanation : The aforesaid condition of residence for a minimum period of three years in a country other than India means actual, physical residence on a regular basis. Notional, deemed or constructive residence of any kind shall not be considered for this purpose. Accordingly, possession of a Green Card will ipso facto not confer eligibility or entitlement for admission.

13. Foreign Nationals/NRI candidates not in India at the time of the CAT 2012 and thereby unable to avail of the above admission process shall be required to submit valid score of GMAT, which will be treated at par with the combined score of Written Test (CAT) 2012 conducted by IIMs & G D & P I conducted by University Business School, Panjab University, Chandigarh.

B.- SUBMISSION OF DOCUMENTS

1. The candidates under reserved categories and under Foreign Nationals/NRI category must submit the necessary certificate(s) required by the University in the prescribed proforma given in the Handbook of Information at 2013 alongwith their application form.
2. In case of gap of one or more sessions between passing the last examination and admission being sought now, a candidate shall have to give an affidavit concerning not having been involved in any offence/unlawful activities, attested by the Magistrate 1st Class/Notary.
3. The candidates who have passed the qualifying examination from an institution other than Panjab University, will be eligible, only if such examination/degree is recognized as equivalent to corresponding examination/degree of the Panjab University.

C.- CANCELLATION OF SEATS/ADMISSION

Admission of all such students who fail to attend at least 33% of the total lectures delivered and practical held in all the papers

during the first 10 working days from the start of teaching work in the course concerned shall be cancelled by the Board of Control/Joint Admission Cell after following the procedure given below:

1. By the 12th day after the start of classes for a particular course, the names of these students who fail to attend at least 33% of the total lectures/practical shall be put up on the Department Notice Board. Within 4 days of the date of such notice, a student who is short of attendance may give in writing the reasons for his/her absence from the classes.
2. If a student does not submit an application in writing within the prescribed time as stated above, or the reasons adduced by the student in his application are not found to be sufficient and justified in the opinion of the Board of Control/Joint Admission Cell, his/her admission shall be cancelled.
3. All the seats thus falling vacant shall be filled up from the waiting list or through subsequent counseling before the expiry of the last date fixed for admission by the University.

NOTE: It is obligatory on the part of the candidates to keep in touch with the Department regarding seats which fall vacant.

MIGRATION

Migration from any other business school including UBS, PURC, Ludhiana to UBS, PU, Chandigarh, shall not be allowed.

D.- ELIGIBILITY CONDITIONS FOR ADMISSION

MASTER OF BUSINESS ADMINISTRATION	MBA
MASTER OF BUSINESS ADMINISTRATION INTERNATIONAL BUSINESS	MBA(IB)
MASTER OF BUSINESS ADMINISTRATION (HUMAN RESOURCE)	MBA(HR)

THE MINIMUM ELIGIBILITY CRITERIA FOR ADMISSION WOULD BE AS FOLLOWS :

- (a) (i) A Bachelor's Degree in any discipline of the University or a degree of any other University which has been recognized by the Syndicate as equivalent thereto with not less than 50% marks in the aggregate.

Provided that in the case of candidates having Bachelor's degree of the University through Modern Indian Languages [Hindi/Urdu/Punjabi (Gurmukhi script) and/or in a Classical Language (Sanskrit/Persian/Arabic) or degree of any other University obtained in the same manner recognized by the Syndicate, 50% marks in the aggregate shall be calculated by taking into account full percentage of marks in all the papers in Language excluding the additional optional paper, English and the elective subject taken together.

OR

- (ii) A pass in the final examination conducted by the (a) Institute of Chartered Accountants of India or England, or (b) Institute of Cost and Works Accountants of India or England, or (c) Institute of Company Secretaries of India.

OR

- (iii) AMIE Examination with 50% marks or more after having passed the diploma examination with 60% marks or above and have at least 5 years research/teaching or professional experience.

AND

- (b) Minimum of 10% score (5% in case of SC/ST/BC candidates) in each component of the Common Admission Test (CAT) 2012 viz., quantitative, logic & data interpretation, and verbal and/or any other component which may be added later at any stage to the CAT 2012.

IMPORTANT NOTE: Whether in the General Category or in any of the reserved categories, a candidate must fulfill both the criteria given in (a) and (b) above in order to be eligible for admission

MASTER OF BUSINESS ADMINISTRATION (BIOTECHNOLOGY)	MBA (Biotech)
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- (a) A Bachelor's degree in Biological Sciences, i.e. Biology, Botany, Microbiology, Zoology, Biochemistry, Biophysics, Genetics, Pharmacy, Biotechnology, Veterinary Sciences, B.E./B. Tech (Biotechnology), B.Sc. (Bio-informatics), B.E. (Informatics), MBBS or BDS of a University recognized by the Association of Indian Universities, with not less than 50% marks in the aggregate.

AND

- (b) Minimum of 10% score (5% in case of SC/ST/BC candidates) in each component of Common Admission Test (CAT) 2012, i.e. quantitative, logic & Data interpretation, and verbal and/or any other component which may be added later at any stage to the CAT 2012.

IMPORTANT NOTE: Whether in the General Category or any of the reserved categories, a candidate must fulfill both the criteria given in (a) and (b) above in order to be eligible for admission.

E. GUIDELINES FOR PERCENTAGE OF RESERVED/OPEN SEATS**IMPORTANT NOTE:**

Admission in all reserved categories shall be made subject to fulfillment of the eligibility conditions and in accordance with the provisions of the "Admission Process" contained in the **Handbook of Information 2013**.

Seats : Open and Reserved

1) Generally 55.5% of the seats in each course shall be treated as belonging to the Open Category.

2) 44.5% seats shall be treated as belonging to the Reserved Category, as per details given below:-

(i) 15% for candidates belonging to the Scheduled Castes.

(ii) 7.5% for candidates belonging to the Scheduled Tribes.

(iii) 5% for candidates belonging to Backward Classes.

The above reservation shall be subject to the following conditions :

a) the number of students admitted on merit shall not be included in the number of seats reserved;

b) member of Scheduled Castes / Scheduled Tribes / Backward Classes shall be allowed a concession of 5% marks for admission to the courses in which a certain percentage of minimum marks has been prescribed provided they have obtained minimum pass marks prescribed by the regulations;

c) in case the seats earmarked for Scheduled Castes/Scheduled Tribes remain unfilled, a further relaxation in marks may be given, in order of merit inter-se amongst the candidates themselves, so that all the reserved seats are filled by candidates belonging to these categories ; and

d) a Scheduled Caste/Scheduled Tribe person on migration from the State of his origin will not lose his status as Scheduled Caste / Scheduled Tribe but he/she will be entitled to the concessions/benefits admissible to the Scheduled Castes / Scheduled Tribes from the State of his origin and not from the State where he has migrated. [Regulation 29.1, P.U. Cal. Vol. 1, 2007 (Page 168)].

(iv) 3% for Physically Handicapped candidates: Claimant in this category should be capable of pursuing the course for which the admission is sought. The handicapped candidates should have a minimum of 40% disability duly certified by the Medical Board of District/ State/ UT / Medical Institution of National Importance. Such certificate shall be further certified by the Medical Board of Panjab University Health Centre.

Out of the 3% seats, 1% would be earmarked for the blind and the person(s) with low vision in the courses where no practicals are involved :

1. the blind person(s) shall be given admission straightway, i.e., they will be given priority over the Physically Handicapped candidates;

2. the blind person(s) shall be allowed to compete in the General Category by allowing them 5 per cent marks over and above the marks actually obtained by them for determining their merit;

3. for admission to courses wherein age limit is specified, the blind persons shall be given a relaxation of 5 years in age;

4. for admission to courses based on the Entrance Tests, the blind persons be treated at par with the SC/ST for earning eligibility for admission;

Visually Handicapped would mean : Visual acuity of 6/60 with best correction in the better eye or any persons with visual fields of 20° or less in the better eye irrespective of the visual acuity.

(v) 5% on the basis of achievement in Sports (see Part -H of this handbook of Information for detailed guidelines).

(vi) 5% (for all the under-mentioned categories taken together) for candidates who fall in one of the following categories (which are given here in order of precedence) :-

1. Sons/Daughters/Spouses of such defence personnel, para-military personnel like CRPF/ BSF and Police personnel etc. who died in action while on duty. Only those who were wholly dependent on such personnel shall be considered.

2. Sons/Daughters/Spouses as are wholly dependent on such Defence Personnel who were incapacitated*/died while in service.

3. Such Sons/Daughters/Spouses of ex-servicemen (Defence and Para-military personnel like CRPF/BSF etc.) as are wholly dependent on them.

4. Defence personnel incapacitated* while in service.

5. Such Sons/Daughters/Spouses of serving defence personnel and paramilitary personnel like CRPF/BSF etc. as are wholly dependent on them.

6. Ex-servicemen**

7. Serving defence personnel/paramilitary personnel like CRPF/BSF etc.

(vii) 2% for Sons/Daughters/Husband/Wife/Brothers/Sisters of persons killed/incapacitated in November 1984 riots and of persons killed / incapacitated in terrorist violence in Punjab and Chandigarh. A Certificate from the District Magistrate to this effect must be submitted by the candidate. No other Certificate for claiming the benefit under this clause shall be accepted. Migrant Cards alone is not enough.

Note : In Case there will be any amendment/change in the existing clause, the same shall be notified and communicated to all concerned department by the Deputy Registrar (Colleges). The same shall be put on the UBS admission website.

(viii) 2% for the Children/Grand Children of Freedom Fighter who have been sanctioned pension by Central/State Govt. or awarded Tamra Patra by Government of India (Syndicate para 15, dated 30-05-1997) or those who have been certified to be Freedom Fighter by the Central/State Govts.

(ix) Any other statutory reservation as prescribed by the Govt. of India, if any.

Explanation:

While working out the percentage of seats in the reserved categories as given above, if the number arrived at contains a fraction, it shall be resolved as follows: -

If the fraction is 0.5 or more, it shall be rounded off to 1; if it is less than 0.5, it shall be ignored. This shall, however, not affect the total number of seats in the open category. To ensure this, if the total number of seats after making this adjustment exceeds the prescribed number fixed for the course, the necessary additional seats shall be created with the prior permission of the D.U.I./ Vice-Chancellor. Such seats, if created, shall be treated as additional only for the year in question.

Illustration:

In a course which has 25 seats, the distribution of seats among the various categories will be as under:

Open Category	SC	ST	BC	Sports	Defence Personnel	Physically Handicapped	Riot Victim	Freedom Fighter	Total
14	4	2	1	1	1	1	1	1	26

It will be seen that this raises the total number of seats to 26. The 26th seat will be treated as additional in that course for that year only. The additional seat, if required to be created, shall be created only for the Reserved Category and not for the Open Category. Such additional seat, if remains unfilled, will not be converted to Open Category.

* Incapacitation will mean incapacitation leading to the discharge of the person by authorities concerned.

** Ex-serviceman means a person who has served in any rank whether as a combatant or non-combatant in the regular Army, Navy and Air Force of the Union of India:-

- (i) who retired from the service after earning his/her pensions; or
- (ii) who has been boarded out of the service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
- (iii) who has been released from the service as a result of reduction in establishment; or
- (iv) who has been released from the service after completing the specific period of engagement, (otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency) and has been given a gratuity.

Territorial Army Personnel of the following categories shall also be considered as ex-servicemen:-

- (a) Pension holders for continuous embodied service.
- (b) Disabled Territorial Army Personnel with disability attributable to military service.
- (c) Gallantry award winners.

*** Subject to change in the rules /criteria for determining the eligibility.

F. COURSE STRUCTURE

SCHEME OF EXAMINATION FOR MBA

SUBJECT CODE	PAPER TITLE	MARKS
FIRST SEMESTER		
MBA6101	Business Economics	100
MBA6102	Business Statistics	100
MBA6103	Management Accounting	100
MBA6104	Organisational Behaviour	100
MBA6105	Marketing Management	100
MBA6106	Workshop on Business Computing	50
MBA6107	Workshop on Business Communication	50
		TOTAL 600

SECOND SEMESTER

MBA6201	Business Environment	100
MBA6202	Human Resource Management	100
MBA6203	Operations Management	100
MBA6204	Financial Management	100
MBA6205	Legal Aspect of Business	100
MBA6206	Workshop on Research Methodology	100
MBA6207	Summer Training Report and Viva-Voce	100
MBA6208	Comprehensive Viva-Vove	100
		TOTAL 800

THIRD SEMESTER

Students are to opt for two groups out of the groups offered and further in each group opted by them they are to opt for three papers out of the papers offered.

Group A : Entrepreneurship and General Management

MBA7111	Entrepreneurial Development and New Enterprise Management	100
MBA7112	Entrepreneurial Finance	100
MBA7113	Infrastructure and Project Finance	100
MBA7114	Tax Planning for Entrepreneurs	100
MBA7115	Investing in Private Equity	100
MBA7116	Marketing for Entrepreneurship	100

Group B : Finance

MBA7121	Financial Statement Analysis	100
MBA7122	Financial Engineering	100
MBA7123	Management of Financial Services	100
MBA7124	Micro Finance	100
MBA7125	Management Control Systems	100
MBA7126	Project Planning, Analysis & Management	100

Group C : Information Technology & Operations Management

MBA7131	Mobile Commerce	100
MBA7132	Product Innovation in Technology Business	100
MBA7133	Business Process Re-engineering	100
MBA7134	Systems Analysis and Design	100
MBA7135	Enterprise Resource Planning	100
MBA7136	Management Information Systems	100

Group : D Marketing

MBA7141	Advertising and Consumer Behaviour	100
MBA7142	Global Marketing Management	100
MBA7143	Marketing Research and Product Management	100
MBA7144	Internet Marketing and Retail Management	100
MBA7145	Global Supply Chain Management	100
MBA7146	Industrial and Rural Marketing	100

Group E : Human Resource Management

MBA7151	Labour Legislation-I	100
MBA7152	Strategic Human Resource Management	100
MBA7153	Performance and Compensation Management	100
MBA7154	Organisation Development	100
MBA7155	Workshop on Training and Development	100
MBA7156	Comparative Industrial Relations	100
		Total 600

FOURTH SEMESTER

MBA7201	Strategic Management	100
MBA7202	Research Project***	100
MBA7203	Comprehensive Viva-Voce****	100

Student to continue with the two groups opted by them in third semester. And further in each group opted by them they are to opt for two papers out of the papers offered.

Group A : Entrepreneurship and General Management

MBA7211	Managing Strategic Implementation and Business Transformation	100
MBA7212	Managing Teams	100
MBA7213	Managing Global Enterprise	100
MBA7214	Organisation Structure and Design	100

Group B : Finance

MBA7221	Strategic Cost Management	100
MBA7222	International Financial Management	100
MBA7223	Behavioral Finance	100
MBA7224	Corporate Governance	100

Group C : Information Technology and Operations Management

MBA7231	Knowledge Management	100
MBA7232	Management of Technology	100
MBA7233	Business Intelligence	100
MBA7234	Total Quality Management	100

Group D : Marketing

MBA7241	Marketing of Services	100
MBA7242	Workshop on Foreign Trade Documentation and Trade Finance	100
MBA7243	Customer Relationship Management and Sales Management	100
MBA7244	Application of Accounting and Finance in Marketing	100

Group E : Human Resource Management

MBA7251	Human Resource Information System	100
MBA7252	Personal Effectiveness and Leadership	100
MBA7253	Workshop on Management of Discipline and Disciplinary Proceedings	100
MBA7254	Labour Legislation-II	100
		Total 700

SCHEME OF EXAMINATION FOR MBA (IB)			SCHEME OF EXAMINATION FOR MBA (HR)		
SUBJECT CODE	PAPER TITLE	MARKS	SUBJECT CODE	PAPER TITLE	MARKS
FIRST SEMESTER			FIRST SEMESTER		
MBAIB6101	Organisational Behavior and International Human Resource Management	100	MBAHR6101	Economics for Human Resources	100
MBAIB6102	Marketing Management	100	MBAHR6102	Business Environment	100
MBAIB6103	Business Statistics	100	MBAHR6103	Human Resource Management	100
MBAIB6104	Management Accounting	100	MBAHR6104	Management Accounting	100
MBAIB6105	Seminar on Foreign Trade Policy and Management	50	MBAHR6105	Organisational Behaviour	100
MBAIB6106	Seminar on Micro Economics	50	MBAHR6106	Workshop on Business Computing	50
MBAIB6107	Workshop on Business Computing	50	MBAHR6107	Workshop on Business Communication	50
MBAIB6108	Workshop on Business Communication	50	Total	600	
Total			SECOND SEMESTER		
600			SECOND SEMESTER		
SECOND SEMESTER			MBAHR6201	Labour Legislation-1	100
MBAIB6201	International Business Environment	100	MBAHR6202	Industrial Relations and Labour Policy	100
MBAIB6202	International Financial Management	100	MBAHR6203	Workshop on Social Research Methods	100
MBAIB6203	Workshop on Foreign Trade Documentation and Trade Finance	100	MBAHR6204	Marketing Management	100
MBAIB6204	Operations Research	100	MBAHR6205	Production Management and Quantitative Techniques	100
MBAIB6205	Global Marketing Management	100	MBAHR6206	Summer Training and Viva-Vice*	100
MBAIB6206	Workshop on Research Methodology	100	MBAHR6207	Comprehensive Viva-Vice**	100
MBAIB6207	Summer Training and Viva-Voce*	100	MBAHR6208	Seminar on Management of Change	50
MBAIB6208	Comprehensive Viva-Voce**	100	MBAHR6209	Seminar of Human Resource Planning	50
Total			Total	800	
800			THIRD SEMESTER		
THIRD SEMESTER			THIRD SEMESTER		
MBAIB7101	Global Strategic Management	100	MBAHR7101	Labour Legislation - II	100
MBAIB7102	Global Supply Chain Management	100	MBAHR7102	Strategic Human Resource Management	100
MBAIB7103	International Business Law	100	MBAHR7103	Performance and Compensation Management	100
MBAIB7104	Workshop on Sectoral Strategies for Exports	100	MBAHR7104	Organisation Development	100
MBAIB7105	Seminar on International Marketing Research	50	MBAHR7105	Workshop on Training and Development	100
MBAIB7106	Foreign Language-French	50	MBAHR7106	Workshop on Negotiating Skills and Participative Decision Making	50
Any two of the following:			MBAHR7107	Seminar on Social Security and Labour Welfare	50
MBAIB7111	Seminar on Project Planning and Analysis	50	Total	600	
MBAIB7112	Seminar on Corporate Restructuring and Re-Engineering	50	FOURTH SEMESTER		
MBAIB7113	Seminar on Entrepreneurship Management	50	FOURTH SEMESTER		
MBAIB7114	Seminar on Regional Economic Groupings	50	MBAHR7201	Human Resource Information System	100
Total			MBAHR7202	Personal Effectiveness and Leadership	100
600			MBAHR7203	Workshop on Management on Discipline and Disciplinary Proceedings	100
FOURTH SEMESTER			MBAHR7204	Comprehensive Viva-Voce**	100
MBAIB7201	Cross Cultural Issues and International Business Negotiations	100	MBAHR7205	Research Project****	100
MBAIB7202	International Brand Management	100	MBAHR7206	Seminar on Ethics and Conduct on Business	50
MBAIB7203	Research Project***	100	MBAHR7207	Seminar on International Skills and Transactional Analysis	50
MBAIB7204	Comprehensive Viva-Voce****	100	Any one of the following out of the papers offered		
MBAIB7205	Foreign Language-French	50	MBAHR7211	Workshop on Human Resource Valuation	100
MBAIB7206	Seminar on WTO and International Trade Policies	50	MBAHR7212	Total Quality Management	100
Any two of the following			MBAHR7213	Stress Management	100
MBAIB7211	International Banking	100	MBAHR7214	Designing Organisations for Uncertain Environment	100
MBAIB7212	Technology and Strategic Consulting	100	MBAHR7215	Dynamics for Trade Unions	100
MBAIB7213	International Accounting	100	MBAHR7216	Emotional Intelligence and Managerial Effectiveness	100
MBAIB7214	Total Quality Management	100	MBAHR7217	Comparative Industrial Relations	100
Total			MBAHR7218	Managerial Competencies and Career Development	100
700			MBAHR7219	Workshop on Building Learning Organisations	100
			MBAHR7220	Industrial Engineering	100

SCHEME OF EXAMINATION FOR MBA (BIOTECHNOLOGY)			SUBJECT CODE	PAPER TITLE	MARKS
FIRST SEMESTER			THIRD SEMESTER		
MBABT6101	Business Economics	100	MBABT7101	Entrepreneurial Development and New Enterprise Management	100
MBABT6102	Business Statistics	100	MBABT7102	Project Planning, Analysis and Management	100
MBABT6103	Management Accounting	100	MBABT7103	Business Process Re-Engineering	100
MBABT6104	Organisational Behaviour	100	MBABT7104	Global Supply Chain Management	100
MBABT6105	Marketing Management	100	MBABT7105	Seminar on Principles of Biotechnology	100
MBABT6106	Workshop on Business Computing	50	MBABT7106	Workshop on Biotechnological Operations	100
MBABT6107	Workshop on Business Communication	50		Total	600
	Total	600	FOURTH SEMESTER		
SECOND SEMESTER			MBABT7201	Strategic Management	100
MBABT6201	Business Environment	100	MBABT7202	Customer Relationship Management and Sales Management	100
MBABT6202	Human Resource Management	100	MBABT7203	Total Quality Management	100
MBABT6203	Operations Management	100	MBABT7204	Seminar on Biotechnological Processes	100
MBABT6204	Financial Management	100	MBABT7205	Research Project***	100
MBABT6205	Legal Aspect of Business	100	MBABT7206	Comprehensive Viva-Voce****	100
MBABT6206	Workshop on Research Methodology	100	MBABT7207	Seminar on Intellectual Property Rights and Biotechnology	50
MBABT6207	Summer Training Report and Viva-Voce*	100	MBABT7208	Workshop on Instrumentation in Biotechnology	50
MBABT6208	Comprehensive Viva-Voce**	100		Total	700
	Total	800			

**G.- SPECIMEN OF FORMS OF CERTIFICATES
(TO BE ATTACHED TO ADMISSION FORM WHEREVER APPLICABLE)**

CERTIFICATE OF RIOT VICTIM

Certified that Mr./Ms./Mrs.....belong to Riots Victim family and his
(Name of the candidate)
Father/Brother/Mother/Husband/Wife/Sister i.e.....
Son/Daughter of.....was killed/incapacitated in Terrorist Violence in Punjab and
Chandigarh/November 1984 Riots.

Signature of District Magistrate
(with office seal)

CERTIFICATE OF BELONGING TO A SCHEDULED CASTE /SCHEDULE TRIBE

Despatch No. _____

Dated: _____

Certified that _____ son/daughter of Shri _____, Resident of _____ District _____ State _____ an applicant for admission to _____ course of Panjab University, Chandigarh, belongs to _____ caste of Scheduled Caste/Tribe which is recognized by _____ State Government.

Name of the Certifying Officer _____

Designation _____

Signature of the *SDM/Tehsildar _____

*Certificate from no other authority will be accepted.

(with seal of court) seal with three lions only

VERIFICATION OF SC/ST CERTIFICATES

The admission of the SC/ST candidates producing the requisite certificates of being SC/ST for admission in various courses at this University be made provisional subject to verification of the certificates from the issuing authority by the Chairman/Chairperson of the concerned department as required in the U.G.C. letter circulated by D.R. (Academic/College) vide his Endst. No. 5201-5350/Spl. Cell SC/ST dated 30.09.1991.

CERTIFICATE OF DEATH/INCAPACITATION OF MILITARY PERSONNEL IN ACTION

Despatch No. _____

Dated: _____

Certified that _____ an applicant for admission to _____ course of Panjab University, Chandigarh, is the son/daughter/spouse of Shri _____ (mention rank also). Shri _____ was killed/incapacitated in action on _____ (mention date), and his death/incapacitation did not occur due to an accident while performing a routine duty pertaining to job requirement.

Name of the Certifying Officer _____

Designation: _____

Signature of authorized Military Officer _____

(with seal of office)

CERTIFICATE OF PHYSICALLY HANDICAPPED CANDIDATE

(TO BE ISSUED BY MEDICAL AUTHORITY OF A GOVERNMENT HOSPITAL)

Despatch No. _____

Dated: _____

1. Name of the Candidate _____
2. Father's Name _____
3. Permanent Address _____
4. Percentage of loss of earning capacity (in words) _____
5. Whether the candidate is otherwise able to carry on studies and perform duties _____
6. Name of the disease/cause of handicap _____
7. Whether handicap is temporary or permanent _____
8. Whether handicap is progressive or non-progressive _____

Name of the Certifying Officer _____

Designation _____

Signature of authorized Medical Officer _____

(Legible office stamp)

CERTIFICATE TO BE FURNISHED BY FOREIGN NATIONALS/NRI CANDIDATES

I, _____ son/daughter of _____ Resident
of _____
(give full address)
of _____ and father/mother of Mr./Ms. _____
(Give exact category/status of immigrant/foreigner)
resident of _____, who is seeking admission in _____
(name of the course)

at the department of _____, Panjab University, Chandigarh declare and affirm that:
I shall be responsible for timely payment of prescribed tuition fees (payable annually) and all other dues and charges in full (and not in parts/installments) to the Panjab University, Chandigarh, immediately after the admission is granted and also during the subsequent year/s of studies.
Tuition fee shall be paid by me in the form of Bank Draft in U.S. Dollars/Pounds/Sterling/Euros or equivalent amount in Indian currency payable to the Registrar, Panjab University, Chandigarh, payable at Chandigarh along with a bank certificate for encashment of foreign currency of the like amount.
In addition to tuition fee, I shall also pay all other dues and charges to the Panjab University as payable by other students of the same class belonging to the same category in foreign currency or in Indian Rupees as per University Rules and Regulations.
I understand that in case of failure to pay fees and dues on time, the admission will automatically stand cancelled and fee already paid will not be refundable. Neither I nor the candidate Mr./Ms. _____ shall have any claim against the University on any account whatsoever.

Place _____ Dated _____
(Signature of the Mother/Father of the candidate)

Note : The above stated certificate should be submitted on Court Paper and must be attested by a Notary Public at the place and country where he/ she is residing at the relevant time.

CERTIFICATE OF DEPENDENCE ON MILITARY/PARA MILITARY PERSONNEL

Despatch No. _____ Dated: _____

Certified that Mr./Ms _____ is the dependant son/daughter/ spouse of

Shri _____ Rank _____
Shri _____ is

- (i) An Ex-Serviceman and he retired on _____
- (ii) Employed in Unit _____

Date _____ Seal _____ Signature of Authorized Officer
(with seal of office)

- Note: (i) The certificate in case of ex-servicemen is to be signed by the Competent Authority.
(ii) The certificate in case of serving personnel is to be signed by the Commander of the Unit.

CERTIFICATE OF CHILDREN/GRANDCHILDREN OF FREEDOM FIGHTER

Despatch No. _____ Dated: _____

Certified that Mr./Ms _____ son/daughter of Shri _____
_____ is child/grandchild of a Tamrapatra Holder/ Freedom Fighter

Pensioner drawing his pension from _____ Treasury.
Date _____ Seal _____ Signature of Deputy Commissioner concerned

SPECIMEN OF AFFIDAVIT FOR ONLY (SINGLE) GIRL CHILD CATEGORY (on non-judicial paper of Rs. 20/- duly attested by 1st Class Magistrate)

I _____ (name) father/mother of Miss _____
(full address to be given) resident of _____ do hereby, solemnly declare and affirm as
under:

1. That I am a citizen of India.
2. That Miss _____ born on _____ is the Only (Single) Girl Child of the deponent.
3. That the deponent has no living male/female child other than the above one.

Place _____ Date _____ Deponent _____

VERIFICATION: Verified that the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Place _____ Date _____ Deponent _____

SPECIMEN OF AFFIDAVIT FOR BACKWARD CLASS

Despatch No. _____ Dated: _____
Certified that _____ Son/daughter of Shri _____ belongs to _____ caste
which falls in the category of backward class in accordance with the latest _____ (State) Govt. Circular
No. _____ Dated _____ issued by _____.

Authority
Name of the Certifying Officer with Designation

Signature of the S.D.M./Tehsildar
(with office seal)

H.- GUIDELINES FOR ADMISSION TO THE RESERVED CATEGORY OF SPORTS

As in the case of the General Category as well as the other reserved categories, candidates seeking admission in this category are required to fulfill the eligibility conditions as stated in (Part D of this Handbook of Information). The Directorate of Sports of Panjab University shall verify the Sports Documents & Determine the eligibility / gradation of the candidates in the sports category as per the guidelines contained in the handbook of information (Part H). The Sports Department will send the list of all candidates found eligible in the Sports Category ranked in order of their sports gradation. Out of this list the number of candidates to be called for GD & PI shall be eight times the number of seats in the Sports Category or the actual number of eligible candidates whichever is lower. The admission to the Sports Category would be made strictly in the order of sports gradation, subject to the provisions of Clause 7(iv) herein below in the case of a tie.

Five percent seats of the total number of seats in each course are reserved under this category. No benefit on the basis of sports shall be given to candidates not applying for admission in this category.

1. Each applicant applying for admission in this category shall, along with the admission form, will submit following documents to the concerned department and photocopy of one complete set of application form along with the all relevant documents after paging all the documents will submit in the office of the Directorate of Sports, Ranjit Chandra Hall, (Gymnasium Building), P.U. Chandigarh before last date.
 - a) Self attested photocopies of sports certificates
 - b) Class 10th and class 10+2 and B.A. detailed marks certificate showing date of birth
 - c) Affidavit of sports achievement (Annexure-III) duly attested by a Notary/Magistrate class I/II on a stamp paper of Rs. 3/-
 - d) Roster form/list of players duly attested by the competent authority of concerned tournament/championship. The photograph of the player should also be pasted on the certificate duly attested by the competent authority of concerned tournament/championship.¹
2. The DUI has the authority to cancel admission at any time, if it is found that the candidate obtained such admission on the basis of a false certificate or incorrect statement/record.
3. Students seeking admission under this category will be considered for admission only in the games disciplines in which the Panjab University sends its teams for participation in the Inter University tournaments (for the inclusion of such games and discipline see Annexure-I). However in the game of Kabaadi (Punjab Style) and Gatka Inter College tournaments conducted by the various Universities will also be considered for the admission
4. Reservation under Sports Category is meant only for those active² sports person who would participate in the Campus, University, National, International level sports tournament. Such students will be considered for admission only if:
 - (i) Their achievement in sports relates to their activities in any of the three years immediately preceding the year of admission³ (relax able to 4 years in exceptional cases, on merit, for outstanding sportspersons)⁴.
 - (ii) If they are otherwise also eligible for participation in Inter college, Inter University, National and International Sports Tournament as per Association of Indian Universities rules (see Annexure II).
 - (iii) If the performance of the candidate in the trial is not satisfactory, his/her candidature can be rejected.
 - (iv) No document including affidavit etc. Will be accepted after the last date of submission of admission form neither by the concerned Department nor by the Directorate of sports. However, in case any sports person earn any achievement up to June., 30, 2013 he/she may submit supplementary copy of the document to the concerned deptt. as well as Directorate of Sports along with additional affidavit.
 - (v) Atleast two times sports participation in the same game is compulsory for the students seeking admission under this category (within the prescribed period of three years as mentioned in the foot note No.2)

-
1. Secretary/Director/President of game concerned Association/Federation/Department/Directorate.
 2. Means a person attending the grounds regularly so as to appear himself for participation in the Inter college and Inter University tournaments. However, his/her age fall within the age group which is eligible for participation in Inter College/Inter University Competition.
 3. Preceding three years means from 1st July 2010 to 30th June 2013.
 4. Securing first three positions in All India Inter University/Senior National Championship/National Games/ Participation in International competition at Senior or Junior level recognized by respective National Federation, Indian Olympic Association of Ministry of Youth Affairs & Sports, International Olympic Committee.

5. A committee constituted by the Vice-Chancellor shall screen all the applications under this category through interviews and by holding actual sports trials in the respective games on the Panjab University Grounds, Chandigarh and other venues in Chandigarh as per Schedule of Trials (Annexure-VI). The date of sports trials will be informed by the respective Department in which the applicant applied for admission. Only such applicants will be allowed to appear for the interviews and actual sports trials, whose application are found in conformity with the requirement/qualifications mentioned in the Guidelines by the Directorate of sports. Applicants are to appear for interview with all the original sports certificates and all the academic certificates.
6. The Directorate of Sports, Panjab University, shall take an undertaking in the form of an Affidavit (Annexure-IV) on a Stamp Paper of Rs 3/- duly attested by the Notary/Magistrate Class I/II from the students that they will attend the grounds regularly and would also participate in the Inter College, Inter University, National and International sports tournaments. Their admission would be liable to be cancelled if the terms of the undertaking thus given are not adhered to.
7. The order of precedence in the selection of candidates for admission will be as per Annexure-V.
 - i) A student falling under category 'A' shall be placed higher in merit than a student falling under category 'B'. Similarly, a student falling under category 'B' shall be placed higher in merit than a student falling under category 'C' and so on.
 - ii) Likewise, within each category a student falling in category 'A' (1) will be placed higher in merit than a student falling in category 'A' (2) and so on.
 - iii) A student who attains first position in a competition shall be rated higher in merit than the one who gets second position in a competition of the same level. Similarly, second position will be rated higher in merit than the third in the same level of competition and so on.
 - iv) If there is a tie within the same category, the tie shall be resolved by considering the "academic merit"⁵ and even than if there is tie, it will be resolved by the seniority in age i.e. date of birth of the student and such tie will be resolved by concerned Department in which applicant applied for admission.
8. The inter-se merit of the candidates seeking admission to any course under the reserved category of sports shall be determined only on the basis of their merit in Sports as per grading criteria in Annexure-V.
9. The case of sports person with achievements in games/disciplines not included in Annexure-I but excelling⁶ at International level shall be recommended by University Director of Physical Education and may be considered by the Vice-chancellor for admission to a particular course by creating an additional seat to the extent of 2% seats in the respective course. These seats shall be treated as being in addition to the approved strength of the course in that year only. Sports persons wishing to avail Clause 9 should submit a separate application along with the concerned department's Admission Form.
10. Not less than 75% attendance in sports grounds for all those students admitted against reserved category of sports shall be a condition precedent for appearing in the examination.
11. When student is required to abstain from the Department for participation in Inter College/Inter University/National/International sports Tournaments, he/she shall give prior information to the Chairperson of the concerned Department.
12. If a student admitted under the reserved category of Sports, remains absent from the grounds for regular practice for a continuous period of seven days without leave, his/her names shall be struck off the rolls by the Chairperson of the concerned Department on the recommendation of the Directorate of Sports, Panjab University, Chandigarh.
13. Deficiency of equal numbers of lectures (theory, practical, seminars and tutorials etc.) shall be condoned for sports persons for attending Coaching Camps and participation in various tournaments i.e. Inter Hostel and Inter Department, Inter College, Inter University, National and International level tournament.
14. In case a student does not attend the grounds for practice or does not participate in the P.U. Campus Sports Activities including Campus Annual Athletic Meet, Inter College competition, Inter University tournaments on medical grounds, the medical certificate issued by the University Chief Medical Officer will be accepted.
15. In case there are more than one Association and/or National Federation in any game, the University will entertain and consider only such applicants in Sports Category who have certificate issued by concerned State Association duly recognized by the concerned State Olympic association and/or National Federation duly recognized by the India Olympic Association. Certificates issued by the concerned State Association not recognized by State Olympic Association and/or National Federation not recognized by Indian Olympic Association will not be considered by the University for any purpose.

5. Where there is an entrance test, tie shall be resolved by considering marks obtained in entrance test only.

6. Excelling at International level means representing the country in the International tournament recognized by the International Olympic Committee/Indian Olympic Association.

NOTE: In case a student remains present in the concerned Department for classes but absent in the grounds for sports then his/her Medical certificate will not be accepted and his/her admission shall liable to be cancelled.

ANNEXURE-1

Games/Disciplines on the basis of achievement in which claims to admission in the category of reserved seats for sports can be considered. The new games can be added if the Panjab University sends its teams for Inter University competitions.

Sr. No.	Games	Section
1.	Athletics	(Men &Women)
2.	Archery	(Men &Women)
3.	Badminton	(Men &Women)
4.	Ball Badminton	(Men &Women)
5.	Basketball	(Men &Women)
6.	Baseball	(Men &Women)
7.	Best Physique	(Men)
8.	Boxing	(Men &Women)
9.	Canoeing (M) & Kayaking	(Men &Women)
10.	Chess	(Men &Women)
11.	Cricket	(Men &Women)
12.	Cross Country	(Men &Women)
13.	Cycling (Road & Track)	(Men &Women)
14.	Fencing	(Men &Women)
15.	Football	(Men &Women)
16.	Gatka	(Men &Women)
17.	Gymnastics	(Men &Women)
18.	Handball	(Men &Women)
19.	Hockey	(Men &Women)
20.	Judo	(Men &Women)
21.	Kabbadi (NS)	(Men &Women)
22.	Kabbadi (PS)	(Men &Women)
23.	Kho- Kho	(Men &Women)
24.	Korfball	(Men &Women)
25.	Netball	(Men &Women)
26.	Power lifting	(Men &Women)
27.	Rowing	(Men &Women)
28.	Rhythmic Gymnastics	(Women)
29.	Shooting (Air-Pistol & .177 Air Rifle Peep Sight)	(Men &Women)
30.	Softball	(Men &Women)
31.	Squash	(Men)
32.	Swimming	(Men &Women)
33.	Table Tennis	(Men &Women)
34.	Taekwondo	(Men &Women)
35.	Tennis	(Men &Women)
36.	Volleyball	(Men &Women)
37.	Waterpolo	(Men)
38.	Weight-Lifting	(Men &Women)
39.	Wrestling	(Men &Women)
40.	Yachting	(Men &Women)
41.	Yoga	(Men &Women)

Annexure-II

Revised FISU Eligibility Rules for Participation of Students in National and International University Games: with effect from 2012-2013 onwards

A. Eligibility Rules:

1. Only a bonafide student, who is currently and officially enrolled / registered for a degree or diploma at the university/college whose status is recognized by the appropriate authority of the country, which is of a minimum duration of one academic year and whose examination is conducted by the university shall be eligible to participate in National/International University Games.

1.1 Ph.D. and M.Phil. students will also be eligible to participate only if in terms of the concerned University's rules they are regarded to be bonafide students and fulfil other conditions laid down in this behalf.

2. All eligible students while participating in National/International University Games/Championships shall fulfil the following essential conditions:-

- (a) Not more than 9 years have elapsed since a student passed the examination qualifying him/ her for first admission to a degree or diploma course of university or college affiliated to a university.
- (b) The nine year eligibility period for participation of students in competitions shall be distributed as under:-
 - i. not more than 5 years after passing/ qualifying 10+2 examination or equivalent examination while studying in under Graduate Courses/Degrees.
 - ii. not more than 4 years after passing/qualifying Graduate Course/Degree while studying in Post Graduate Courses/Degrees. This period also includes M. Phil and Ph. D. Courses.

For the purpose of determining number of years under the revised FISU Eligibility rules for participation:-

- (c) Graduate Courses shall be treated to be those where the admission is sought after passing 10+2 or equivalent examination, as the case may be.
- (d) All other Professional Courses where admission is obtained after passing Graduate Degree Examination), e.g. LL.B., MBBS, BCA, BBA, B.Ed., B.P. Ed & B. Lib. etc. will be clubbed together with other Postgraduate Courses like M.A., MBA, M.Sc., M.Com., M. Lib., M.Ed. and M.P. Ed etc, as the case may be.

3. Only the competitors who satisfy the following conditions shall considered to be eligible to participate in the National/International University Games/Championships:-

- a). Be a national of the country they represent;
- b). Only students who are less than 28 years of age as on first July of the academic year in which the tournament is held, can participate.

4. A student who is employed on full time basis shall not be eligible to participate in National/International University Games/Championships. However, student(s) who receive nominal stipend only, from Public or Private Sector(s), as the case may be, towards financial assistance to support/continue studies can also participate in National/International University Games, provided he/she submitted "**No Objection Certificate**" (NOC) from the respective Department/Organization, categorically stating that he/ she is permitted to participate in National /International University Games, while pursuing study after his/her admission in a college / university is regularized.

5. A student shall not be allowed to represent more than one university in National/International University Games during a single or same academic year.

6. Provisional admission to a course/degree of university or college shall not make the student(s) eligible to represent the university in National/International University Games.

7. In the case of a student migrating from one University to another, his/her migration case will be considered eligible only after his/her admission in the new university is regularized and he/she is admitted as a bonafide and eligible student by the new University.

B. Explanation:-

1. In case of student(s) changing from one course to another, the period spent in the previous course before joining the new course shall be counted towards total period of eligibility for the purpose of participation in National/International University Games.
2. One year means the academic year in which the tournament is held irrespective of whether the student's result is declared or not. It will normally extend from 1st July of one year for 12 calendar months to the next year.
3. A bonafide student may not be considered to be eligible to participate in National/International University Games if he/she does not pass/qualify a particular class within the period of two years, both at Graduate and Post Graduate Courses/Degrees. However, duration/length of both the courses will remain unchanged such as not more than five years after passing 10+2 examination or equivalent examination in Under Graduate Courses. Similarly, not more than four years after passing Graduate Courses while studying in Post Graduate Courses including M.Phil or Ph.D. Courses, as the case may be.
4. Interchange of faculty may be allowed to participate in National/International University Games irrespective of his/her having passed the class/course but he/she should have participated only once in that particular class before seeking admission for pursuing the second one. If the candidate participates for two years in one particular class and if he/she changes course for the identical year, he/she may not be eligible to participate in National/International University Games for the remaining period of his/her eligibility for participation in sporting events, unless he/she passes first year of the newly opted course/class, in this regard.

C. Disqualification:-

1. Any disqualification of a sportsperson on the grounds of ineligibility will result in automatic scratching of his/her team for that academic year. The team may be debarred from participating in National/ International University Games to be held in the following year, if necessary.
2. A sportsperson disqualified on the basis of ineligibility shall not be permitted to participate in National/ International University Games in the next year, if necessary.
3. It shall be obligatory for those players, who are selected to represent Indian Universities Team(s) in National/ International University Games.
4. If they represent some other organization/state without permission of AIU, and their respective university/college, they shall be debarred from participation in National University Games for the period of three years and disciplinary proceedings shall be initiated in accordance with existing rules.
5. It shall be mandatory for those to participate in Inter University Tournaments, students who joined Private or Public Sector(s) on nominal stipend basis only, for getting financial assistance to support/ continue their study in universities/colleges, provided their admission is based on sports quota earmarked for encouraging sports excellence in university sector.
6. In the case of involvement of students in incidents of violence during National/Zonal University Games, the host University authorities shall have the power to scratch their team and recommend to the concerned Universities to cancel the admission of such defaulting sportsperson(s), if found guilty after following due process of independent enquiry, in this regard.
7. Those sportspersons who are found/tested positive on the basis of samples conducted and analyzed by NADA, confirming the use of banned drugs (doping) for enhancing their athletic performance, shall be debarred from participation in National/International University Games for the period as specified in the report of National Anti Doping Agency (NADA) with a view to make sports drug free in university sector.

ANNEXURE III**PROFORMA OF AFFIDAVIT FOR SPORTSPERSONS CATEGORY**

(on Non-Judicial paper for Rs. 3 duly attested by Notary/1st/Ind Class Magistrate)

AFFIDAVIT

I, _____ (name), son/daughter of Shri _____ (Father's name), born on _____ of _____ (address), hereby, solemnly declare and affirm as under:-

1. That as Sportsman / Sportswoman in _____ (name of discipline), I have represented the team(s) in the competition(s) on date(s) and also of named position(s) as indicated in the table below:-

S.No.	Sports Disciplines	Team Represented	Name of the competition and year	Venue / Date	Position Secured
1.					
2.					
3.					
4.					
5.					

2. That the certificate(s) mentioned below are produced by me in support of the above are authentic:

- (i)
(ii)
(iii)

3. I understand that in case the information/documents supplied by me are found to be false, incorrect or forged, I shall be liable for criminal action in terms of the provisions contained in the Indian Penal Code.

DEPONENT**VERIFICATION**

I, the above mentioned deponent do hereby solemnly declare and affirm that the above contents are true to the best of my knowledge and belief and nothing has been concealed therein.

Note: IN CASE OF MINOR, THE AFFIDAVIT SHALL BE FILLED IN BY HIS/HER PARENTS/GUARDIANS WITH SUITABLE AMENDMENTS.

ANNEXURE IV**AFFIDAVIT**

I, _____ Son/daughter of _____ Resident of _____ do hereby declare as under:-

- (i) That I am seeking admission in University Business School, Chandigarh under the Sports Category.
- (ii) That in case I am admitted to the above said department I shall regularly attend the grounds for practice and I shall also participate in P.U. Campus Sports Activities including P.U. Campus Annual Athletic Meet / Inter-college / Inter-University/ National / International Sports Tournament on behalf of the P.U. Campus and the Panjab University, if selected.
- (iii) That in case I fail to regularly attend the Grounds for practice or fail to participate in the Tournaments as and when required, my admission to the University Business School, Chandigarh shall be liable to be cancelled.
- (iv) That in case my admission in University Business School, Chandigarh is cancelled due to my failure to regularly attend the grounds for practice or to participate in the Panjab University Campus Sports Activities (including Annual Athletic Meet)/Inter-college / Inter-university / National / International Sports tournaments as may be required by the Deputy Director, Physical Education or the Director Sports, Panjab University, I shall have no claim on any account whatsoever against the department or against the university.

DEPONENT**VERIFICATION**

I solemnly declare that the above statement is correct to the best of my knowledge and belief and that nothing has been concealed therein.

DEPONENT

ANNEXURE V

GRADING FOR SPORTS PERSONS

Note: Tournaments/Championships other than Inter University/Inter College/Inter School will be considered for Gradation provided they are recognized by International Olympic Committee, Indian Olympic Association, International Federation, respective National Federation and State Association.

CATEGORY 'A'

1. A person getting any of the first three positions in the Olympic Games/World Cup Tournament/Commonwealth Games/Afro-Asian Games/Asian Games/Asian Championships/World Universities Games (FISU)/Davis Cup/Grand Slam in Tennis.
2. A person getting any of the first three positions in the S.A.F. Games
3. A person representing India in the Olympic Games/World Cup Tournament/Commonwealth Games/Afro-Asian Games/Asian Games/Asian Championships/World Universities Games (FISU)/Davis Cup/Grand Slam/SAF Games.
4. A person getting any of the first three positions while representing National team of Juniors in the International tournaments abroad and within the Country.

CATEGORY 'B'

1. A person representing India in International tournaments or official test for seniors abroad and within the country.
2. A person included in the All India Combined Universities team for seniors abroad and within the country.
3. A person representing India in International tournaments or official test for juniors abroad and within the country.
4. A person getting any of the first three positions in the All India Inter University tournaments.
5. A person getting any of the first three positions in the Senior National Championships/Inter state tournament for seniors.
6. A person getting any of the first three positions in the National games.
7. A person included in the All India Combined Universities team for juniors * abroad and within the country.
8. A person representing National teams for Schools in the International tournaments or official test within the country and abroad.
9. A person getting any of the first three positions in the Zonal Inter University meet or Championship/ Vizzy trophy for Seniors.
10. A person getting any of the first three positions in the National Championships for Juniors *
11. A person getting any of the first three positions in the National Championships for Youth**
12. A person getting any of the first three positions in the National Championships for Schools conducted by SGFI (School Games Federation of India).
13. A person getting any of the first three positions in the Federation Cup for Seniors.
14. A person getting any of the first three positions in the National Women Sports Festival.
15. A person getting any of the first three positions in the Nehru Cup (For Hockey only).
16. A person getting any of the first three positions in the National Zonal meet or Championship for seniors (the Zonal tournament will be considered if at least 8 teams participated in the same.)

CATEGORY 'C'

1. A person included in the Panjab University team in the Inter University Tournaments.
2. A person included in the State/Union Territory teams in the Senior National Championships/Inter-state for seniors.
3. A person included in the State/Union Territory teams in the National Games for seniors.
4. A person included in the University team other than the Panjab University in the Inter University Tournaments.
5. A person included in the State/Union Territory juniors teams in the National Championships.
6. A person included in the State/Union Territory Youth teams in the National Championships.
7. A person included in the State/Union Territory School/CBSE/Kendriya Vidyalaya Sangathan teams in the National School Games conducted by SGFI (School Games Federation of India).
8. A person included in the State/Union Territory teams in the Federation Cup for seniors.
9. A person included in the State/Union Territory teams in the National Women Sports Festival.
10. A person getting any of the first three positions in All India inter-Professional University Sports Meet of Agriculture, Law, Medicine, Technical and Management Universities.
11. A person included in the Professional University team in Inter-Professional tournaments.
12. A person getting any of the first three positions in the Inter College tournaments other than Professional Universities.
13. A person getting any of the first three positions in the Inter College tournaments of Professional Universities.
14. A person getting any of the first three positions in the Inter-Dist./Union Territory Championships for Seniors.
15. A person getting any of the first three positions in the State Juniors/Union Territory Championships for Juniors.
16. A person getting any of the first three positions in the State School/Union Territory School Games.
17. A person getting any of the first three positions in the State Youth/Union Territory Championships/ tournaments.

CATEGORY 'D'

1. A person getting any of the first three positions in the University 'B' Division and 'C' Division Inter College tournaments.
2. A person getting any of the first three positions in the Residential University/P.U. Campus Championships or tournaments.

Juniors level means 16 and upto 22 years of age

** Youth level means 14 and upto 16 of age

ANNEXURE-VI**Schedule of the Trials for the Reserved Category of Sports.****Venue: Panjab university Grounds, Near Basketball Courts,****Time: 9.00 a.m. to 12.00 Noon**

Sr. No.	Game	Section	Date
1.	Athletics	(Men &Women)	08.07.2013
2.	Cross Country	(Men &Women)	-do-
3.	Archery	(Men &Women)	-do-
4.	Ball Badminton	(Men &Women)	-do-
5.	Basketball	(Men &Women)	-do-
6.	Baseball	(Men &Women)	-do-
7.	Softball	(Men &Women)	-do-
8.	Cricket	(Men &Women)	-do-
9.	Gatka	(Men & Women)	-do-
10.	Volleyball	(Men&Women)	09.07.2013
11.	Hockey	(Men &Women)	-do-
12.	Football	(Men &Women)	-do-
13.	Kabbadi (NS)	(Men &Women)	-do-
14.	Kabbadi (PS)	(Men &Women)	-do-
15.	Kho- Kho	(Men &Women)	-do-
16.	Korfball	(Men/Women)	-do-
17.	Netball	(Men &Women)	-do-
18.	Tennis	(Men &Women)	-do-
19.	Handball	(Men &Women)	-do-
20.	Squash	(Men)	10.07.2013
21.	Swimming	(Men &Women)	-do-
22.	Waterpolo	(Men)	-do-
23.	Canoeing (M) & Kayaking	(Men &Women)	-do-
24.	Rowing	(Men &Women)	-do-
25.	Yachting	(Men &Women)	-do-
26.	Cycling	(Road & Track)(Men &Women)	-do-
27.	Shooting (Air-Pistol & 177 Air Rifle Peep Sight)	(Men &Women)	-do-
28.	Badminton	(Men & Women)	11.07.2013
29.	Best Physique	(Men)	-do-
30.	Power lifting	(Men &Women)	-do-
31.	Weight-Lifting	(Men &Women)	-do-
32.	Boxing	(Men &Women)	-do-
33.	Judo	(Men &Women)	-do-
34.	Chess	(Men &Women)	-do-
35.	Fencing	(Men &Women)	-do-
36.	Gymnastics	(Men &Women)	-do-
37.	Rhythmic Gymnastics	(Women)	-do-
38.	Table Tennis	(Men &Women)	-do-
39.	Taekwondo	(Men &Women)	-do-
40.	Wrestling	(Men &Women)	-do-
41.	Yoga	(Men &Women)	-do-

UNIVERSITY BUSINESS SCHOOL

University Business School (formerly, Department of Commerce and Business Management) has been imparting quality management education to develop dedicated, innovative and effective managers, researchers and teachers for four decades. The re-christening of the Department of Commerce and Business Management as University Business School in 1995 by the Panjab University, symbolizes the recognition of completeness and maturity of the Department as a center of management education in India. The transformation from a Department to a School has given it a distinct identity as a 'School of Thought'.

The philosophy of the management education at the University Business School is built on an integrative value system. It is motivated by duty bound work ethics, humane approach and scientific temper. The philosophy of the school is translated into a mission of creating wholesome personality of human beings with a view to produce efficient and innovative managers, researchers and teachers. Modern attitude, practical wisdom, knowledge and skills relevant for management, are deeply ingrained in the students.

The School uses rigorous multifaceted pedagogy with an effective interface with the industry to translate the mission into action. It creates opportunities for its student to enhance their understanding of economic, social and political environment to enlarge their ability not only to adjust to change but also to become catalyst, and to develop their power to conceptualize, decide and communicate.

The faculty of the University Business School, trained in India and abroad, has earned international recognition in the industry and academia. The students produced by the School have made a mark in the world of business.

University Grants Commission has recognized UBS under its prestigious ASIHSS Programme for the following thrust areas-Supply Chain Management, Accounting and Business Finance Social Responsibility and Human Resources Accounting, investment Decision Making and Innovative Finance.

University Business School has consistently been ranked among the top business schools of India. Recently, UBS has been ranked amongst the 'TOP 20' Business School of India, and amongst the 'TOP 1000 Business School of the world by Eduniversal, France. Top companies visit UBS for campus placement.

UBS has a student Exchange Agreement with Dauphine University, Paris (France).

The faculty interacts with industry through consultancy assignments, management development programmes, and industry focused research and case studies. A good number of top executives from the industry around Chandigarh take regular classes at the School, which helps in imparting pragmatic sense to the teaching-learning process. In addition, management luminaries are invited for special lectures. Practical experience in the actual work environment of the industry is the necessary component of the full time management programmes. It is compulsory for every student to go for a summer training of eight weeks duration at the end of first year. The students relate their classroom learning with the reality of management, and second year programme becomes more goal oriented and meaningful. The students take Research Project based on some aspects of business in the third and fourth semester of the educational programme.

The School is well equipped with the modern methods of teaching and teaching aids. The course work is demanding. The performance of the student is continuously evaluated through class participation, written assignments, class tests in addition to mid-semester and end-semester examinations. UBS has a well-organised placement cell for full time students. Every year a placement brochure is prepared containing brief bio-data of the final year students, and sent to reputed organizations. Nearly all the students get placement through campus interviews.

The excellence of the UBS can be gauged by the praise worthy performance of its alumni who have made their mark in establishing and managing renowned business organizations. The Alumni also hold faculty positions in the top management institutes of the world. Many of them are in multinationals and in the Indian Administrative Services.

UBS has a demanding Ph.D. programme. A large number of students, both Indian and overseas, have earned their doctorates in different areas of management and commerce.

FEE STRUCTURE

i) Other than Foreign Nationals/NRI

Generally the candidates will have to deposit Rs. 8,437/-* by Demand Draft in favour of Registrar, Panjab University Chandigarh, payable at Chandigarh towards part payment of the tuition fee and other university charge etc.

Further, the candidates will have to deposit Rs. 12,000/-* by Demand Draft in favour of the Chairman, University Business School, Panjab University, Chandigarh, payable at Chandigarh, towards Summer Placement, Teaching Materials, Business Club and Computer Charges etc

ii) Foreign Nationals/NRI

For Foreign Nationals/NRI candidates, the total fee is US\$ 6,825* per year. This consists of tuition fee US\$ 6,175* and registration fee US\$ 650* (or US\$ 440*) will also be charged from those who have passed the qualifying examination from a University/Institution other than Panjab University. Other charges are Rs. 2,852*.

Further, the candidates will have to deposit Rs. 12,000/- by Demand Draft in favour of the Chairman, University Business School, Panjab University, Chandigarh, payable at Chandigarh, towards Summer Placement, Teaching Materials, Business Club and Computer Charges etc.

DETAILED INSTRUCTIONS

Detailed instructions with respect to fee will be put on UBS website before counseling. The Board of Control, University Business School, Panjab University, Chandigarh has the final authority regarding admissions and changes can be made in the existing rules, according to the rules as given in the '**Handbook of Information & Rules for Admissions 2013**' of the Panjab University.

* Fee structure is subject to change. Final fee structure will be put on the UBS website.

J.- CATEGORY-WISE BREAK-UP OF SEATS FOR MBA PROGRAMMES

CATEGORY	MBA	MBA-HR	MBA-IB	MBA-BIOTECH
Number of Seats	64	30	30	14
GENERAL	36	17	17	8
SCHEDULED CASTE	10	5	5	2
SCHEDULED TRIBE	5	2	2	1
BACKWARD CLASSES	3	2	2	1
PHYSICALLY HANDICAPPED	2	1	1	-
SPORTS	3	2	2	1
DEFENCE	3	2	2	1
RIOTS / TERRORIST VICTIM	1	1	1	-
FREEDOM FIGHTER	1	1	1	-
DEFENCE SPONSORED OFFICER	1	3	3	-
NRI / FOREIGN NATIONAL	9	4	4	2
ADDITIONAL SEATS				
WARDS OF KARGIL WAR*	1	1	1	1
WARDS OF KDP**	1	1	1	1
ONLY (SINGLE) GIRL CHILD***	2	2	2	2
CANCER / AIDS PATIENTS***	1	1	1	1

* Additional seats for wards of Kargil War as per syndicate decision of dated 29.7.2008.

** Additional seats for the wards of Kashmiri Displaced Persons are subject to approval of the Ministry of Human Resource Development and the Syndicate of Panjab University with regard to the number of seats and eligibility criteria.

*** Additional seats and eligibility criteria subject to approval of the Syndicate of Panjab University.

Note :

- 1. For Only (Single) Girl Child:** The reservation in favour of only (single) girl child WITH NO MALE/FEMALE CHILD IN THE FAMILY. (A copy of an affidavit on a stamp paper worth Rs. 20/- duly attested by 1st class Magistrate, to be obtained from the parents of the only (single) girl child.)
- 2. For Cancer / AIDS Patients:** The student will submit a certificate with proof from National Medical Institutes like PGIMER, AIIMS.
- 3. Wards of Kargil War:** Wards of martyrs / permanent disability upto 80% leading to incapacitation of Kargil War shall submit a certificate from the Ministry of Defence to this effect and the same be entered in the pension book of the family.

REQUIREMENT OF 75% ATTENDANCE OF THE TOTAL NUMBER OF LECTURES IN THEORY AND PRACTICALS AS STIPULATED BY THE UGC IS MANDATORY FROM THE ACADEMIC SESSION 2002-2003.

RAGGING IS STRICTLY PROHIBITED. GUILTY WILL BE PUNISHED WITH FINE AND / OR EXPULSION FROM THE HOSTEL / UNIVERSITY.

UNIVERSITY IS SMOKE FREE CAMPUS, SMOKING AND DRUG ABUSE IS PROHIBITED.

TO KEEP THE CAMPUS CLEAN AND ENVIRONMENT FRIENDLY, WE PROMOTE WALKING INSTEAD OF MOTORING VEHICLES USE, AVOID POLYTHENE BAGS AND LITTERING.

UNIVERSITY BUSINESS SCHOOL

PANJAB UNIVERSITY, CHANDIGARH

FACULTY & ADMINISTRATION

DEAN & CHAIRMAN

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M.Com., L.L.B., M.Phil., Ph.D.

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(Professor Emeritus)
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Prof. Dinesh K. Gupta
M.Com., Ph.D.

Prof. Meenakshi Malhotra
MBA, Ph.D.

Prof. A.K. Vashisht
M.Com., L.L.B., M.Phil., Ph.D.

Prof. S.K. Chadha
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Prof. Manoj K. Sharma
M.Sc.(Hons.) in Eco., MBA, Ph.D.

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MBA & Ph.D.

Prof. Deepak Kapur
BE (PEC), MBA (PU), LLB (PU),
Fellow (IIM-A)

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M.Com., Ph.D.

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M.A. M.Phil, Ph.D (Eco.)

Ms. Neha Gulati
M.C.A., M.Phil

ADMINISTRATION

Mr. K.C. Gupta
Assistant Registrar

S. Balbir Singh
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