

Rebuilt Nepal

# PROSPECTUS

## 2019



**MBA-Regular**  
(Master of Business Administration)

**MBA-Jobholder**  
(Master of Business Administration)

**BBA**  
(Bachelor of Business Administration)

**BBA-BI**  
(Bachelor of Business Administration in  
Banking & Insurance)



## SCHOOL OF BUSINESS

Faculty of Management Studies  
POKHARA UNIVERSITY

## MESSAGE FROM THE DEAN



Greetings from the Faculty of Management Studies (FMS), Pokhara University.

The FMS is the pioneer faculty of Pokhara University. It aims to develop executives and managers for various areas of economic and social life of the country with a high level of competence in order to develop management professionals and entrepreneurs with a global perspective. It enhances knowledge, managerial skills, and exposure of the practicing managers, executives, and entrepreneurs, and to broaden the outlook of students by inculcating positive attitudes and by assisting them to become productive and responsible citizens of the world. FMS has been continuously progressing under this motto. We have led the development of management education in Nepal by designing our programs to meet the needs of Nepalese economy as well as the corporate sector across the globe. The faculty offers Bachelors, Master and Doctoral level programs. M. Phil program is also scheduled to commence in near future. The various courses have been designed to cater to the diverse needs of industries. We are also planning to introduce some new programs such as in Agro-business, Tourism and Hospitality Management sectors as prioritized by the Government.

In recent years, the Nepalese business organizations are getting global opportunities and, at the same time, they are also facing intense competition from the other parts of the world. Similarly, Nepal is currently undergoing a phase of massive changes politically, culturally and economically. The political structure has changed into federal system which is creating lots of business opportunities, and challenges too. Thus, a sound strategic management coupled with a global vision and a sound grounding in financial and operational decision making become more important than ever. The need for educated, professional managers in all sectors of the Nepalese economy is now greater than ever.

We encourage our students to take part in seminars and workshops. We invite academicians and practitioners such as entrepreneurs and industrial leaders to share their experience and knowledge with the students. In order to prosper in this fast moving job market, our students have been nurtured to be grounded in the reality and work effectively from the moment they are employed. It is our mission to cultivate those professionals who will become the next generation leaders.

It gives me great honor in welcoming you all prospective students to our constituent school, the School of Business in Lekhanath, Pokhara and other affiliated colleges that are located different parts of the country. As you join our programs, our emphasis will continue to be on creating vibrant and dedicated managers, and leaders or entrepreneurs competent to meet the challenges of the organizations and the society. I believe that you as a student will always cherish the time you spend in Pokhara University School of Business (PUSOB) and its affiliated colleges.

Thanks for your interest in our school.

Good wishes

**Prof. Hari Bahadur Khadka**

Dean, Faculty of Management Studies



## FROM THE DESK OF DIRECTOR



### Dear prospective students,

Welcome to Pokhara University School of Business. The location is best fit to students due to the mild climate which provides many opportunities to explore the natural beauty of Pokhara. The School envisioned to develop a premier business college in order to prepare the youth of today in creative and productive ways for the growing challenges of the business world, both locally and internationally. School of Business is pioneer institution to offer the management education in Nepal. We have almost crossed 19 glorious years. The SOB continues to play an important role in educating students for careers in their business studies, Significant number of our graduates hold leading positions inside and outside the country.

The school offers four years undergraduate programs BBA and BBA-Banking and Insurance, two years graduate program MBA Regular and MBA Jobholder. Students can choose elective subjects from a large number of courses and concentration courses in different areas viz. finance, marketing, management science and system, human resources, and general management. In order to meet the growing need of the risk management, insurance and banking related human resources in domestic and international market, globally accepted banking and insurance program has been running since 2009.

The school is enriched in human resources, study materials, online resources, spacious playing ground and well equipped video conference hall. The school is fully devoted to enhance the students' knowledge and professional skills required to lead competitive world. Well educated, experienced faculties are having exposures in different countries and renowned universities across the globe. We provide full time faculties alongwith a large pool of guest lectures comprising scholars from different universities, professionals from corporate sectors and well known entrepreneurs. Students get counselling from teachers during the entire working hours. For both graduate and undergraduate programs, we adopt modern technology and pedagogy in teaching learning activities. Field research project and internship in the corporate houses are the integral part of the learning.

We conduct several seminars, workshops, interaction programs on different topics and organize industrial tours, cultural exchange programs, sports and many more to enrich the educational and social aspects of the students. Research is the most focused area of our school. Our faculty members are serving as subject committee members and they are also working as editors of prestigious journals and authors of influential articles. Their scholarly pursuits are often at the forefront of their fields, and they have won awards, honors, and fellowships that go along with their outstanding performance. If you have any questions after reading the prospectus, please do not hesitate to visit the faculty and staff. I encourage you to visit us in person, on the Internet ([www.pu.edu.np](http://www.pu.edu.np)) to discover the new developments and take advantage of the opportunities available at the School of Business Pokhara University.

Thank you for your interest in School of Business.

Regards,

**Rabindra Ghimire, PhD**

**Director**

School of Business

Pokhara University





## ABOUT THE SCHOOL

Pokhara University School of Business established in 1999 is an institution rich in resources with a strong band of faculty and competitive graduate and undergraduate students. A leading constituent business school of Pokhara University, the Faculty of Management Studies, in effort to maintain quality education, consistently focuses on academic growth and professional competence of individual students. Its faculty and staff are committed to enhance students' communication skills by recognizing learners' challenges at the university and the workplace. School of Business runs Master of Business Administration(MBA), Bachelor of Business Administration(BBA), and Bachelor of Business Administration in Banking and Insurance (BBA-BI) programs.

The School of Business started its BBA program in 1999, MBA program in 2000 and BBA-BI program in 2009. The BBA, MBA and BBA-BI programs are four-year semester system programs and their primary aim is to prepare middle level managers to meet the needs of business industry, service oriented industry, government and nongovernment organizations in different functional areas of management.

The teaching team of School of Business is highly competent, dedicated and renowned in the academic field. The college also arranges guest lectures and training sessions of practitioners and reputed personalities and it conducts many skill development activities in and outside the college for the practical exposure of the students.

With an aim of taking a leading position in the higher education in management in a competitive business world, School of Business firmly believes that effective dissemination of knowledge and skills to student is possible only when efforts of subject experts, learned teachers and researches are backed by much needed modern equipments and facilities.

The twenty-first century has witnessed uninterrupted expansions in global economics, rapid changes in business systems and technologies, and increasing concerns in business ethics. Pokhara University, therefore, believes that it is the responsibility of any service-oriented private or public organization to respond to these global concerns. The School of Business has the vision to address these issues and, thus, serve the best interest of people and the global community.





# VISION

To take a leading position in the higher education in management in a competitive business world.

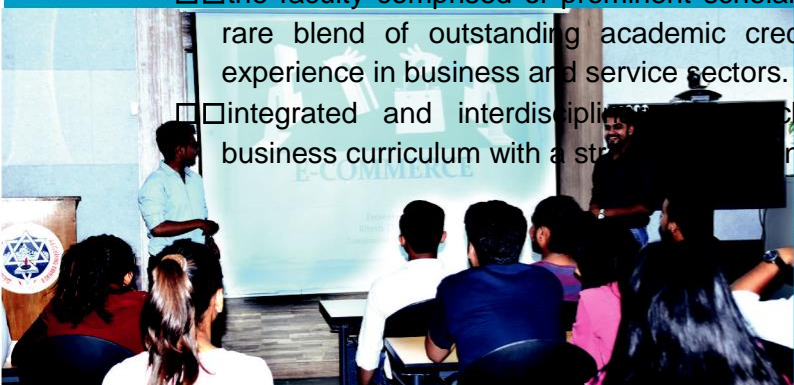
- ☐ provide quality based programs in different areas of administration and management to meet needs and demands of an increasing global market and complex business world.
- ☐ focus on the “real” world of employment, underpinned by an international research capability based on academic excellence and practical business relevance.
- ☐ offer business and management courses that combines a thorough grounding in both management theory and practice with the opportunity to specialize in accounting, finance, human resource management, marketing and international business.



# GOAL

## S

- ☐ produce market-driven and service-oriented managers and executives with various level of competence through teaching, learning and research.
- ☐ link the PU system with the community and the business world by preparing business graduates with positive attitudes and constructive minds.
- ☐ equip youths with managerial skills and professional expertise to face unprecedented levels of complex operational challenges both at home and abroad.
- ☐ internationally focused programs incorporating both the wisdom of the world's scholars and the real world experience of leading professionals.
- ☐ the faculty comprised of prominent scholars and researchers with a rare blend of outstanding academic credentials and professional experience in business and service sectors.
- ☐ integrated and interdisciplinary approach combining a modern business curriculum with a strong foundation in the arts and sciences.
- ☐ internationally focused programs incorporating both the wisdom of the world's scholars and the real world experience of leading professionals.
- ☐ the faculty comprised of prominent scholars and researchers with a rare blend of outstanding academic credentials and professional experience in business and service sectors.
- ☐ integrated and interdisciplinary approach combining a modern business curriculum with a strong foundation in the arts and sciences.







# ACADEMIC PROGRAMS

## MBA Program

MBA (Master of Business Administration) is a general management degree taught from a global perspective that prepares students for a range of management careers. It is a full time, two-year program stretched over six trimesters for the students. The MBA students are required to complete 66 credits including 27 courses, 3 practicum and seminars, 1 graduate research project and 8 weeks internship. However, the school also offers MBA part time program especially for job holders.



**Mr. Ghanashyam Tiwari**  
Program Co-ordinator,  
MBA Program

## Features

- ☐ Unique Trimester System
- ☐ Participative and student centered teaching learning
- ☐ Research based practices and real time case studies / seminar
- ☐ Professional guest lectures
- ☐ Out-reach orientation and induction workshop
- ☐ Specialization courses



## Curriculum MBA (Full Time)

TERM I (12 Credits)		TERM II (11 Credits)	
	Credit Hour		Credit Hour
STT 501 Business Statistics	3	MGT 541 Emerging Concepts in Management	2
ECO 511 Economic Analysis for Business	3	COM 505 Managerial Communication	2
IMS 521 Management Information System	3	STT 502 Data Analysis for Decision Modeling	2
ACC 515 Financial Reporting and Analysis	3	ECO 512 Macroeconomics and the Global Economy	2
		MGT 542 OB and Leadership	2
		COM 506 Communication Skill Practicum	1
TERM III (11 Credits)		TERM IV (11 Credits)	
ACC 516 Managerial Accounting	2	MGT 544 Entrepreneurship and Innovation	2
FIN 531 Financial Management	2	MGT 545 International Business	2
MKT 561 Marketing Management	2	MGT 546 Operations and Service Management	2
MGT 543 Human Resource Management	2	Concentration I	2
RES 611 Business Research Methodology	2	Concentration II	2
IMS 522 e-Commerce: Practicum	1	MGT 547 Business Development Plan:	1
		Graduate Seminar	
TERM V (11 Credits)		TERM VI (10 Credits)	
Concentration III	2	MGT 549 Business Environment Analysis	3
Concentration IV	2	MGT 550 Strategic Management	3
Elective I	2	RES 612 Graduate Research Project	3
Elective II	2	MGT 551 Corporate Governance: Graduate	1
MGT 548 Internship	3	Seminar	



## CONCENTRATION AREAS

FINANCE (4 courses of 2.0 credits each)	MARKETING (4 courses of 2.0 credits each)
FIN 632 Financial Institutions and Markets FIN 633 Portfolio Management and Security Analysis FIN 634 International Finance FIN 635 Financial Derivatives and Risk Management FIN 636 Management of Capital Investment Decisions FIN 637 Corporate Financing Decisions FIN 638 Working Capital Management FIN 639 Financial Restructuring Strategy	MKT 662 Service Marketing Strategy MKT 663 Marketing Research MKT 664 Consumer Behavior MKT 665 Promotions Management MKT 666 Global Marketing MKT 667 Strategic Brand Management
GENERAL MANAGEMENT (4 courses of 2.0 credits each)	MANAGEMENT SCIENCE & SYSTEMS (4 courses of 2.0 credits each)
MGT 651 Organizational Development MGT 652 International Management MGT 653 Management Challenges in Emerging Economies MGT 654 Conflict Management and Negotiation Strategies MGT 655 Managing for Quality Improvement MGT 656 Knowledge Management MGT 657 Competitive Strategy MGT 658 Seminar in General Management	MSC 621 Business Processing Re-engineering MSC 622 Total Quality Management MSC 623 System Analysis and Design MSC 624 Optimization Theory MSC 625 Decision Support System MSC 626 Supply Chain and Global Operations MSC 627 Database Management MSC 628 Business Simulation
HUMAN RESOURCE MANAGEMENT (4 courses of 2.0 credits each)	ELECTIVE (2 courses of 2.0 credits each)
MGT 671 HRD Strategies MGT 672 Compensation Management MGT 673 Career Development Strategies in HRM MGT 674 Employee Relations Management MGT 675 Performance Management MGT 676 International HRM MGT 677 Seminar in HRM	MGT 681 Real Estate Management MSC 629 Management of Technology MGT 682 Tourism and Hospitality Management FIN 640 Insurance and Risk Management ACC 630 Business Tax Planning MGT 683 Project Management FIN 641 Bank Operations and Management MGT 684 Multinational Management MGT 685 Social Entrepreneurship  MGT 687 Management of Service Sector Organizations  MGT 688 Productivity Perspective in Management Development MKT 668 Rural Marketing and Agribusiness

### Eligibility to Apply

The entry requirement for a new student in both MBA programs (full time and jobholder) will be minimum of 15 years formal education (12 years of schooling plus three years of graduation) in any discipline like Management, Humanities, Social Science, and Education from recognized university by Pokhara University with minimum second division (45%) or not less than CGPA 2.0 out of 4.0 scale. Besides the basic academic requirements, the entrance examination will be held. The admission for MBA (Full- Time) program is taken twice a year in every March and August session while MBA (Job holder) program is taken once a year in August session. Furthermore, the applicant must

have secured a minimum CGPA of 2.0 or 45 percent in Bachelor's level. The final decision on admission is taken on the basis of scores on the admission test, group discussions and interviews.







## Admission Procedure

The applicant requires submitting two passport size photographs, officially attested copies of certificates and transcripts/mark-sheet of all academic qualifications, migration certificate of highest degree and required application fee along with the duly completed and signed application form.

The selection procedure is based on written examination, group discussion, personal interview along with the marks obtained in SLC, Higher Secondary, and Bachelors level. Enrolment is conditional upon completion of all admission formalities, furnishing required documents and payments of fees.

## Evaluation and Grading System

A student must attend every lecture, tutorial, seminar and practical classes. The attendance requirements will be a minimum of 80% of the classes actually held. If a student is absent in the class for more than four weeks without the permission of the concerned authority, his/ her name will be removed from the college roll.

A student's performance in a course is evaluated internally by the concerned faculty member and externally by the Office of the Controller of Examinations (COE). Students' participation in class discussion, group discussion, and individual presentation is highly emphasized in order to develop their leadership and communication skills. The first and the last trimester courses shall have a 60% weight on internal ongoing evaluation and a 40% weight on the external examinations. The trimester-end examinations of the first and final trimesters shall be conducted externally by the COE. The pass mark in each course will be a minimum Grade of C or GPA

of 2.0. However, students must secure a minimum CGPA of 3.0 at the end of the program. The letter grading, honor point and description of the evaluation system is as follows.

Grading System		
Grade	Honor points (CGPA)	Description
A	4.0	Excellent
A-	3.7	
B+	3.3	Good
B	3.0	Fair
B-	2.7	
C+	2.3	
C	2.0	Pass in Individual Course
F	0.0	Fail

## Curriculum MBA (Jobholder)

Term I			Term II		
Course		Credit	Course		Credit
Code	Course Title	Hour	Code	Course Title	Hour
STT 501	Business Statistics	3	ECO 511	Economic Analysis for Business	3
IMS 521	Management Information System	3	MGT 541	Emerging Concepts in Management	2
ACC 515	Financial Reporting and Analysis	3	COM 505	Managerial Communication	2
			COM 506	Skill Practicum	1
Term III			Term IV		
Course		Credit	Course		Credit
Code	Course Title	Hour	Code	Course Title	Hour
ECO 512	Macroeconomics and the Global Economy	2	ACC 516	ACC 516 Managerial Accounting	2
STT 502	Data Analysis for Decision Modelling	2	MGT 542	OB and Leadership	2
			RES 611	Business Research Methodology	2



FIN 531	Financial anagement	2	MGT 545	International Business	2
MKT 561	Marketing Management	2	MGT 547	Business Development Plan	1
IMS 522	E-Commerce: Practicum	1		: Graduate Seminar	

Term V			Term VI		
Course		Credit	Course		Credit
Code	Course Title	Hour	Code	Course Title	Hour
MGT 546	Operations and Service Management	2	MGT 544	Entrepreneurship and Innovation	2
MGT 543	Human Resource Management	2		Concentration III	2
	Concentration I	2		Concentration IV	2
	Concentration II	2			
	Human Resource Development Seminar (non credit)				

Term VII			Term VIII		
Course		Credit	Course		Credit
Code	Course Title	Hour	Code	Course Title	Hour
MGT 548	Elective I	2	MGT 549	Business Environment Analysis	3
	Elective II	2	MGT 550	Strategic Management	3
	Internship	3	MGT 551	Corporate Governance: Seminar	1
			RES 612	Graduate Research Project	3

## CONCENTRATION AREAS

FINANCE	MARKETING
<b>(4 courses of 2.0 credits each)</b>	<b>(4 courses of 2.0 credits each)</b>
FIN 632 Financial Institutions and Markets	MKT 662 Service Marketing Strategy
FIN 633 Portfolio Management and Security Analysis	MKT 663 Marketing Research
FIN 634 International Finance	MKT 664 Consumer Behavior
FIN 635 Financial Derivatives and Risk Management	MKT665PromotionsManagement
FIN 636 Management of Capital Investment Decisions	MKT 666 Global Marketing
FIN637CorporateFinancingDecisions	MKT667StrategicBrandManagement
FIN638WorkingCapital Management	
FIN639FinancialRestructuringStrategy	
MANAGEMENT SCIENCE AND SYSTEMS	HUMAN RESOURCE MANAGEMENT
<b>(4 courses of 2.0 credits each)</b>	<b>(4 courses of 2.0 credits each)</b>
MSC 621 Business Processing Re-engineering	MGT 671 HRD Strategies
MSC 622 Total Quality Management	MGT 672 Compensation Management
MSC 623 System Analysis and Design	MGT 673 Career Development Strategies in HRM
MSC 624 Optimization Theory	MGT 674 Employee Relations Management
MSC 625 Decision Support System	MGT 675 Performance Management
MSC 626 Supply Chain and Global Operations	MGT 676 International HRM
MSC 627 Database Management	MGT 677 Seminar in HRM
MSC 628 Business Simulation	





## GENERAL MANAGEMENT(4 courses of 2.0 credits each)

MGT 651 Organizational Development  
MGT 652 International Management  
MGT 653 Management Challenges in Emerging Economies  
MGT 654 Conflict Management and Negotiation Strategies  
MGT 655 Managing for Quality Improvement  
MGT 656 Knowledge Management  
MGT 657 Competitive Strategy  
MGT 658 Seminar in General Management

## ELECTIVE COURSES ( 2 courses from the following courses, 2 credits per course)

MGT 681 Real Estate Management	MGT 684 Multinational Management	FIN 640 Insurance and Risk Management
MSC 629 Management of Technology	MGT 685 Social Entrepreneurship	ACC 630 Business Tax Planning
MGT 682 Tourism and Hospitality Management	MGT 686 Strategies for Sustainable Management	FIN 641 Bank Operations and Management
MGT 683 Project Management	MGT 687 Management of Service Sector Organizations	MKT 668 Rural Marketing and Agribusiness
MKT 668 Rural Marketing and Agribusiness	MGT 688 Productivity Perspective in Management Development	Econometrics

## BBA Program



BBA program of School of Business, Pokhara University is designed to promote and prepare students for positions of leadership and responsibility in the areas of business and management. The degree is highly valued by reputed corporate houses and business enterprises.

BBA opens many opportunities for its graduates both as managers and also as entrepreneurs. The

BBA program has established

itself as one of the widely accepted degrees in the

country and abroad. Since its inception in 1999, the School of Business BBA program has been receiving overwhelming response from the concerned communities. The program covers a period of four academic years spread over eight semesters and 120 credit hours. The program also requires students to complete a project work and an internship. The first four semesters are devoted to build the fundamental concept of management. The last four semesters offer elective and specialization courses which enable the students to develop specialized and focused skills and knowledge in the area of their choice.



Ram Krishna Chapagain  
Program Co-ordinator BBA  
& BBA-BI





## Features

- ☐ Continuous students' evaluation
- ☐ Participative and student centered teaching learning
- ☐ Teaching through cases
- ☐ Professional guest lectures
- ☐ Out-reach orientation and induction workshop
- ☐ Specialization courses
- ☐ Internship and project work

## Eligibility to Apply

Candidates who have successfully completed NEB 10+2 (Grade XII) or an equivalent degree with minimum pass division in percentage or minimum 'C' grade in each subject are eligible to apply.

The admission process in the BBA involves submission of complete application form, transcripts and certificates of +2 and SLC/ SEE or equivalent. Candidates must pass Entrance Examination conducted by School of Business.

## Curriculum BBA Program

YEAR1, SEMESTER 1	Credit Hours	YEAR1, SEMESTER 2	Credit Hours
English I	3	English II-3 Credit Hours	3
Business Mathematics I	3	Business Mathematics II	3
Financial Accounting I	3	Financial Accounting II	3
Principles of Management	3	General Psychology	3
Computer and IT Applications	3	Introductory Microeconomics	3
<b>YEAR 2, SEMESTER 3</b>		<b>YEAR 2, SEMESTER 4</b>	
Business Communication I	3	Business Communication II	3
Business Statistics	3	Data Analysis & Modeling	3
Essentials of Finance	3	Fundamentals of Organizational Behavior	3
Fundamentals of Sociology	3	Principles of Marketing	3
Introductory Macroeconomics	3	Financial Management	3
<b>YEAR 3, SEMESTER 5</b>		<b>YEAR 3, SEMESTER 6</b>	
Basics of Managerial Accounting	3	Introduction to Management Information system	3
Business Research Methods	3	Legal Aspects of Business and Technology	3
Management of Human Resources	3	Business and Society	3
Fundamentals of Operations Management	3	Project work	3
Concentrations I	3	Concentration II	3
<b>YEAR 4, SEMESTER 7</b>		<b>YEAR 4, SEMESTER 8</b>	
Business Environment of Nepal	3	Strategic Management	3
Fundamentals of Entrepreneurship	3	Introduction to International Business	3
Internship	3	Essentials of e-Business	3
Elective I	3	Elective II	3
Concentration III	3	Concentration IV	3
<b>CONCENTRATION COURSES</b>		<b>ELECTIVE COURSES</b>	
Accounting, Marketing, Finance, Human Resource, Small Business and Entrepreneurship.		Society and Politics, Basic Econometrics, Social Ecology and Environment, Media and Public Relations, Energy and Sustainable Development, Management of Technology, Population Dynamics and Development Challenges and Creative Thinking & Problem Solving	





## BBA-BI Program

Successful completion of 120 credit hours of coursework, project- work and internship is mandatory for the graduation. BBA-BI is one of the most sought-after degrees in today's highly uncertain world where financial management and insurance mean a lot to most of us. BBA- BI can address students' needs to adequately understand these specific areas and acquire a competitive edge in shaping their career. BBA

- BI attracts scholars from a wide range of academic disciplines who have dreams for a giant leap in their career. Recognized universally, BBA –BI is a challenging educational program that instills the basic management principles in students along with making them conversant in recent trends and practices in banking and insurance. After the completion of the course, students will be able to work as middle level manager in different bank, insurance and financial institutions.

### Features

- ☐ Continuous students' evaluation
- ☐ Participative and student centered teaching learning
- ☐ Teaching through cases
- ☐ Professional guest lectures
- ☐ Out-reach orientation and induction workshop
- ☐ Specialization courses in Banking and Insurance
- ☐ Internship and project work



### Curriculum BBA-BI Program

YEAR 1, SEMESTER I		YEAR 1, SEMESTER II	
	Credit Hours		Credit Hours
English I	3	English II	3
Business Mathematics I	3	Business Mathematics II	3
Introductory Microeconomics	3	Financial Accounting I	3
Fundamentals of Sociology	3	Principles of Management	3
General Psychology	3	Introductory Macroeconomics	3
YEAR 2, SEMESTER III		YEAR 2, SEMESTER IV	
Business Communication	3	Risk and Insurance Management	3
Business Statistics	3	Essentials of Finance	3
Principles of Insurance	3	Data Analysis and Modeling	3
Financial Accounting II	3	Basics of Managerial Accounting	3
Fundamentals of Organizational Behavior	3	Business Research Methods	3
YEAR 3, SEMESTER V		YEAR 3, SEMESTER VI	
Introduction to Management Information Systems	3	Essentials of e-Business	3
Financial Institutions and Markets	3	Financial Management	3
Management of Commercial Banks	3	Legal Aspects of Banking and Insurance	3
Management of Human Resources	3	Life and Health Insurance	3
Principles of Marketing	3	Internship	3
Project Work	3		



YEAR 4, SEMESTER VII		YEAR 4, SEMESTER VIII	
Fundamentals of Operations Management	3	Business Environment in Nepal	3
Property and Liability Insurance	3	Strategic Management	3
Treasury Operations	3	International Banking and Insurance	3
Credit Risk Management	3	Elective II	3
Elective I	3		
<b>ELECTIVES (2 courses of 3 credits each)</b>			
Corporate Finance			3
Microfinance			3
Investment Management			3
Fundamentals of Financial Derivatives			3
Trade Finance			3
Marketing of Banking and Insurance Products			3
IT for Banking and Insurance Services			3
Special Topics in Insurance			3

## Teaching-Learning Approach

Teaching pedagogy at School of Business is a combination of various techniques such as tutorials, guest lectures, seminars, conferences, independent works, internship, field works, project works, researches, case studies, presentations, discussions, and many more...



### Regular Lectures

With the combination of senior professors and young dynamic lecturers, the school provides pleasant & regular lectures as per the need of the curriculum along with session plan they have prepared in advance. Lecture sessions are interactive and facilitated by the faculty members to deliver in depth in the business studies. The class discussions are complemented with case analysis and presentations, reviews, and feedback of presentations, action learning through project works involving studies of real organization and practical internship.

### Group Work

Students are exposed to group works of various kinds on regular basis with in and off the class hours. The faculty retain full authority to assign in-and off class group assignments as a part of internal evaluation in line with daily lesson-plan based on individual assessments. Groups are generally given special problems on various topics for the members to actively unfold solutions which are often analytical, survey based, literature review, and assessment types.

### Guest Lectures

The college regularly manages guest lecturers of professionals, practitioner, experts and experience personalities of various areas. The college arranges guest lecturers in four modalities:

- ☐ Pre-planned guest lecturers to support the course and curriculum which should be spread over each and every semesters/trimesters.
- ☐ Guest lecturers of the practitioners who reflect their practical experiences and exposures from their working life.
- ☐ Guest lecturers arranged to develop the students' soft skills and life skills.
- ☐ The guest lectures on the contemporary and emerging issues in business, management and economics. The speakers for the guest lectures are invited from domestically and foreign countries.



## Presentation

With a view to complement the class discussions and lectures on varying topics, the study report presentation by students is a key pattern of teaching pedagogy at School of Business. Initiation is taken by the faculty members for the presentation on special topics in their subject areas when needed and every presentation is designed with the help of multimedia technology. The students are provided with technical and logistic support to prepare power point presentations on the topics assigned to them by the faculty as a part of internal evaluation.

## Project Work

Project making is a core subject area for students to work individually as well as in groups at School of Business. Data based learning and research works are the key components of project work that help them search, compile, analyze and interpret the data on the one hand and design the business plans, conduct SWOT analysis and present reports on running programs on the other hand. The projects are generally related to the areas of banking, finance, industries and trading companies, and other enterprising institutions.

## Internship

The MBA, BBA and BBA-BI students are compulsorily required to undertake internship during their study. The internship is accredited in the main course areas over the fixed tenure given to each individual student. The aim is to grant the students an exposure to practical and professional learning through internship program.

## Event Management

The school provides opportunity to manage events like international/national seminars, conferences, sports, cultural programs and competitive events so that the students learn how to work with responsibility. Besides, the students' club also organizes various events.



**Deepesh Ranabhat**  
Internal Exam Co-ordinator  
MBA Program

## Examinations and Evaluation



**Deepak Ojha**  
Internal Exam Co-ordinator  
BBA & BBA-BI Program

The school follows continuous evaluation system of the students in all the academic programs. Entering into the premises of the college, Daily class room activities performed in the college, and personal behaviours of the students are closely monitored and taken as a part of evaluation.

The faculty members and the college management have designed a format of internal evaluation comprising the components based on activities and academic performance. The internal marking is entirely controlled by the concerned teaching faculty and for this purpose, the bases are attendance, class participation, homework completion and submission, assignments, field works, project works, case analyses, and presentations are taken into consideration. In order to give emphasis to the written examinations, the college conducts regular unit tests, quizzes, mid-term and pre-board examinations. In undergraduate level, the

feedback of the academic performance of the students is also communicated to the guardians and the concerned faculty also provides advice for improvement in the case of slow learners. Even extra classes, tutorials and re-examination provisions are arranged for needy and slow learners. Finally, the students have to appear the University Board Examinations controlled by the Office of the Controller of Examinations of Pokhara University.



## Research and Publications

### Graduate Research Project/Project Work

Research is an important proposition of School of Business. It is compulsory for each MBA student to conduct an original research at the final trimester followed with scientific research methods and present the study report in the prescribed format of thesis to be acceptable by the university. This research project comprises of 3 credits. The committee assigns supervisors to the students and frequently organizes seminars, trainings and workshops to both faculties and students under the theme of scientific research methods.

The school aims to develop the research skill of the students from very beginning. In MBA, BBA and BBA-BI students prepare research papers and they have to present it in the viva-voce organized as a compulsory part of curriculum. The students prepare many research papers based on primary and secondary data during

**Dipak Bahadur Bhandari, PhD**  
Associate Professor  
Co-ordinator  
Graduate Research Project



their study period in the college. In order to strengthen the research capacity, the school offers Econometrics course which is rarely offered by other management colleges in Nepal. The school also organizes separate training on statistical software operations for data analysis. Graduate Research Project (GRP) is a partial requirement for the fulfillment of the MBA degree and Project Work and Report Writing is compulsory in BBA and BBA-BI program. The GRPs are supervised by the experienced professors. The college also invites the experts from organizations related to the research work for feedback and suggestions and also disseminates the findings to the concerns.

### Publications

The Journal of Business and Management (JBM) is a peer-reviewed journal of School of Business and aim to publish papers of high quality, originality and relevance so that it appeals to leading researchers as well as to professional managers. The journal commits to publish papers that advance our knowledge of management through empirical work and envisages publishing papers that are innovative. The journal welcomes empirical papers on business and management relevant to developing nations, based upon original ideas and research. Consistent with its policy the journal publishes research in applied economics, finance, industrial relations, political science, sociology, psychology, statistics, English and communication and other disciplines, provided the application is to management, as well as research in areas such as marketing, entrepreneurship, corporate strategy, operations management, organization development, human resource management, decision analysis, and other problem-focused paradigms.

**Rabindra Ghimire, PhD**  
Associate Professor Editor -  
in - Chief The Journal of  
Business & Management



## Strength of the School

### Research Management Cell

Faculty of Management Studies, Pokhara University has established Research Management Cell (RMC) with the financial support of University Grants Commission (UGC), Nepal for uplifting the research capabilities of both faculties and students in the field of business and management. The main goal of the cell is to provide skill development and training to students and faculties in enhancing research capacities. The cell has organized various training and workshops to the faculties

**Surya Bahadur G.C., PhD**  
Associate Professor  
Co-ordinator  
Research Management Cell



in boosting research capabilities. Besides, the cell has also established a departmental library in the school. Moreover, the cell also announces faculty research grants annually and has been involved in publication of journal and periodicals of the school. The cell is also involved in tracing study of graduates from School of Business.

### Corporate Relation and Placement Cell

The Corporate Relation and Placement Cell of School of Business was established with the aim of placement of the student for jobs. It fulfils dual purposes, one for students securing their future career, another for the industry securing the best fresh talent available in the region to train and mould them for their long time need of the employees. To fulfil the objective of the cell, school of business has signed MOUs with various financial institutions of the region. The school helps each student in exploring placement opportunities by inviting various companies for campus recruitment of students who are in the final year of the programme and are likely to graduate at the end of the academic year.

**Ravindra Prasad Baral**  
Lecturer  
Co-ordinator  
Corporate Relation and  
Placement Cell



#### List of Financial institutions signing MOUs with School of Business:

1. Rastriya Beema Company
2. Machhapuchchhre Bank Ltd
3. Om Development Bank
4. Muktinath Development Bank
5. School of Mathematical Sciences, Tribhuvan University
6. The Institute of Chartered Accountants of Nepal (ICAN)
7. Nepal Bankers' Association (NBA)

### Student Counselling & Professional Development Cell

The cut throat competition at all levels in the job market demands a support system that enables the students of an institution not only the attainment of academic excellence but to find a comfortable placement in life. The cell was established in 2018 with the objective of providing career counselling to students for their career choices. The cell undertakes various activities

**Santosh Kumar Gurung**  
Lecturer Co-ordinator  
Student Counselling &  
Professional Development Cell



of training and grooming of students in terms of conducting mock interviews, GD sessions, resume writing workshops, HR meeting etc. along with providing placement assistance to students. The cell has successfully completed one day workshop on professional development targeting post graduate students in January, 2019.

## Students' Alumni Cell

The students' Alumni Cell, School of Business is a voluntary student body working to connect the alma mater with the students and build a network of relationships with the students and work for the benefit of the school. It strives to bridge the gap between the school and its esteemed alumni community. The Students' Alumni Cell continuously endeavours to strengthen the relations of the alumni of this school and their alma mater. The first alumni

**Pradeep Sapkota**  
Lecturer  
Co-ordinator  
Students' Alumni Cell



meet of the school was held on 5th January, 2019 and an adhoc committee was formed under the chairmanship of Dr. Chaitanya Raj Adhikari.

## EMIS Cell

Today, most of the higher education institutions are looking for an optimum distribution of resources and services to yield maximum benefits to students, teachers, and the management alike. In this world of ballooning educational demands, Management Information System (MIS) is just what these institutions need to propel their progress in the right direction.

Education Management Information System (EMIS) cell at School of Business is specially designed to monitor the performance of education programs offered by the school and to manage the distribution and allocation of educational resources. Nowadays many higher education institutions are looking forward to implementing comprehensive education management solution to align academic processes and deliver better student experience.

### Students

Students are at the heart of an educational institution. EMIS stores crucial student data such as personal data, exam records, and even hostel and library details. Additionally, it keeps track of the day-to-day progress of students which is eventually used to analyze and monitor the improvements or retrogression in students over-time.

This is a comprehensive approach as compared to the legacy database where the stored data was incapable of providing real-time crucial insights and consequently aiding the institution in better and timely decision-making.

**Bibek Karmacharya**  
Lecturer  
Co-ordinator, EMIS Cell



### For Faculties

Same goes for data pertaining to the educators as well. In a developing education institution, the progress of its educators is equally imperative for them as well as the institution itself. Educators need to deploy technology to gain in-depth knowledge about student behaviour and make the most out of the time and resources available to provide maximum aid to the students. An MIS helps track faculty data such as attendance, and performance. But, more importantly, an MIS reduces the workload on teachers by providing quick access to data on any student or a group of students which can be drilled-down, filtered, and arranged accordingly within a few clicks.

### For School Administration and Management

Ease of tracking and analyzing resource distribution and expenditures is one of the biggest reasons for any top-level management of an educational institution to look forward to implementing an MIS system. By resources, we mean everything that the management invests in: right from assets and infrastructure to study aids and educators. Additionally, the management can fully control which teacher, faculty and staffs has access to what kind of data. For instance, sparing the staff in-charge of finances, the management can lock the students' financial records from all the other users or alternatively, academic performance data can be hidden from the staff.



## Resources & Facilities

The school operates all its academic programs in a cost effective but incomparably well- built infrastructure and interiors attired with an A class furnishing decors proffering prolific and congenial learning environment. The college premises are amiable.

### Central Library

The central library of Pokhara University was established in 1999 along with the commencement of academic programs. It began with a collection of 200 volumes of books. Now the collection exceeds 35,000 textbooks, reference books and other resources. Moreover, there are a number of periodicals, theses, journals, magazines and newspapers. Furthermore, the library has a large online data base of research journals and articles including JSTOR, Hinari etc. The library also has



a audio-visual facility within the premises of the university.

However, in order to strengthen the knowledge of students and faculties and make reach of the students and faculties to the resources which are rare, the school has recently established a departmental library consisting of reference books in management and allied areas.

### Girls Hostel

The university has accommodation facility for girl students studying various programs in the constituent school. The hostel facilities are provided to deserving students based on their academic performance and criteria set by the university. The hostel is operated with modern facilities under the close supervision of hostel warden. The hostel is located adjacent to the academic complex.

### Scholarships

Pokhara University has a universal scholarship policy for all programs. The constituent colleges have provided 20 percent and affiliated colleges have provided 5 percent scholarship to their students based on the total number of students enrolled in each session. A Number of students is awarded the scholarship facilities in different programs across the country. The scholarship has been provided based on their merit and reservation category.

### Information Access Centre

The students and faculties of the university are well equipped with the use of resources from the information access centre. The centre is well equipped with different kinds of facilities including video conferencing, computer lab and seminar hall.

### Extra-Curricular Activities

The school of Business encourages the student's participation in different extra-curricular activities. Every year the students organize a week long sports meet and participate in different sports.



## Activities & Events

The Research Management Cell (RMC) of School of Business established with support of UGC, Nepal in 2nd Ashar, 2074 aims at exploring novel ideas in research, innovation and other intellectual activities and works to promote culture of research among the faculties, students and staffs. To realize its objective RMC of School of Business organized workshop on Contemporary Approaches of Mixed Method Research in Business and Management dated 30th Nov, 2018—1st Nov 2018.



In order to get accreditation from the University Grants Commission (UGC), Nepal and achieve the status of accredited institution that enhances the quality education in the country the School of Business had applied for Quality Assurance and Accreditation (QAA) to the Quality Assurance and Accreditation Council of UGC. With regards to it, the Peer Review Team's Pre-visit Assessment headed by Prof. Dr. Kushum Shaky, Coordinator QAAD of UGC visited and observed activities in School of Business from 19th August—21st August 2018. Dr. Surya Bahadur G.C., SAT Coordinator of School of Business presented the report to the UGC team.

As a continuous effort of School of Business, Faculty of Management Studies to develop skillful manpower oriented towards updated pedagogical techniques, curriculum planning and course design and cutting edge research methods the faculty duo of School of Business, Faculty of Management Studies Mr. Santosh Kumar Gurung and Mr. Yograj Lamichhane participated in 40th Faculty Development Program in Management (FDPM) from 14th May—31st August 2018 at Indian Institute of Management, Ahmedabad (IIMA), India.



Associate Prof. Dr. Dipak Bahadur Bhandari of School of Business, Faculty of Management Studies chaired the Technical Session in International Conference on Changing Scenario of Tourism in the Era of Globalization: Issues and Concerns organized by Department of Commerce and Business, Lalit Narayan Management University (LNMU) and Tourism Agency, India dated 7th December 2018.





## Activities & Events

MOU was signed between Machhapuchhre Bank Ltd (MBL) to foster the placements and internships of School of Business, Faculty of Management Studies. Initially, under that initiation students of BBA and BBA-BI received two days training on Financial Literacy, at the same time the handover program of the banking machine for branchless banking was held. The devices were distributed by the Director of SOB and Head of IT Department, MBL.



A day workshop organized on Professional Development and Career Counseling to MBA students on 26th January 2019 by School of Business. The program was supported by Asian and Sun Nepal Life and Green Development Bank.

## Students' Club

**AEC (Aspiring Entrepreneur's Club)** was established in 15th May, 2019. The prime objective of this club is to enhance entrepreneurial skills in students. The club is co-ordinated by Sammunat Adhikari. The Club has made its first field visit to Rupakot on 18th May, 2019.

**SEED (Society of Entrepreneur and Educational development)** was established in 2018. The club is co-ordinated by Bishal Bastola. The club has successfully organized one day Seminar on Banking Literacy Programme on 12th March, 2018 and 2nd International Entrepreneurship Conclave. The club has also organized Stress Management session.

**SGBI (Study Group for Banking and Insurance)** was established in April 15, 2016 with the objective of orienting students of undergraduate and post-graduate in the field of Banking and Insurance. The club is co-ordinated by Anjali Poudel. The club has organized one day seminar on Nepalese Non-life Insurance Company on 30th June, 2016 and Fundamental of Life Insurance & its Market Trends in Nepal on 23rd Jestha, 2075. Furthermore, the club has also organized seminar and talk program on Role of General Insurance for Prosperity on 23rd Shrawan, 2075.

**PUCMS (Pokhara University Council of Management Students)** was established in 1st May, 2018 under the co-ordinatorship of Binayak Timilsina and the council has organized one day workshop on emerging trends of Entrepreneurship in Nepal on 1st August, 2018.

**SHINE (Sharing Harmony in New Environment)** founded in Sep, 2018 under the leadership of Anupa Thapa with the objective of exploring the unique talents of students'. To fulfill this objective the club successfully organized PU Talent Hunt on 11th Feb, 2019.



## Faculty and Staff

At School of Business, we take great pride in our brilliant teaching faculty that has excellent track record of academic success and experience. The team comprises of academicians, researchers, managers, and entrepreneurs. Apart from being proficient academicians, the faculty members are also successful leaders in their field with commitment to the highest standards of education. Our faculty members due to their academic training, management expertise and advance research practices enjoy high reputation both at national and international level.

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**SUPPORT STAFF**

**Dhan Bahadur Gurung** - Driver

**Ananda Paudel** - Office Helper

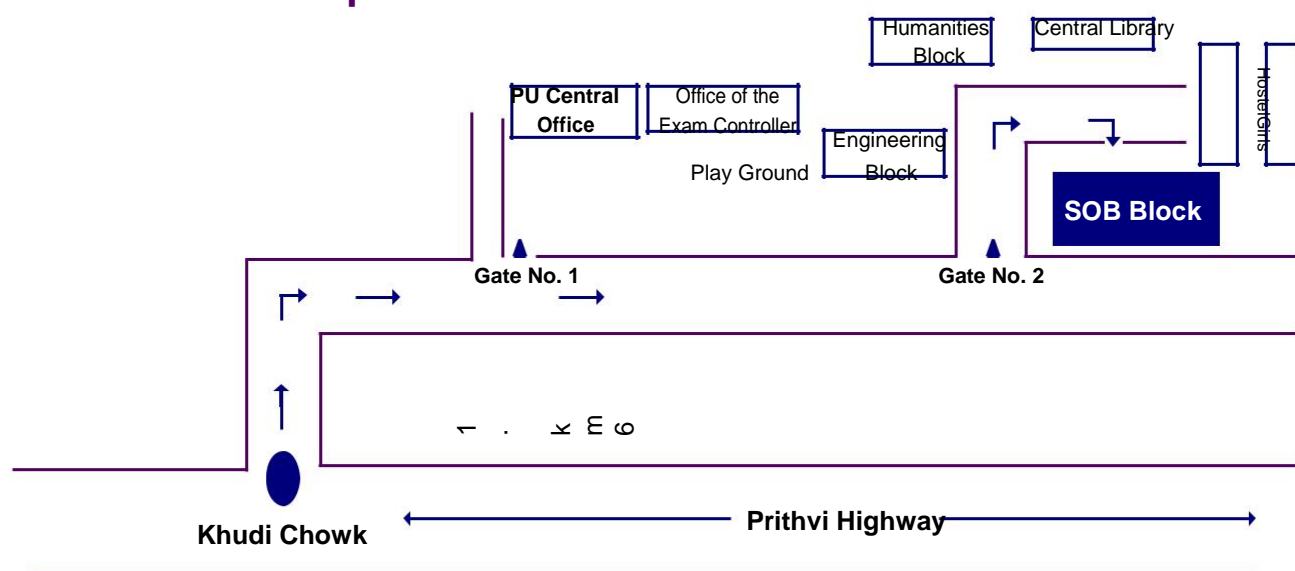
**Jogiram Nepali** - Office Helper

**Nirmala Nepali** - Office Helper

**Shanta Devi Tiwari** - Office Helper



## Location Map



# POKHARA UNIVERSITY FACULTY OF MANAGEMENT STUDIES SCHOOL OF BUSINESS

For details, please visit the official website of the University or visit the office:

## SCHOOL OF BUSINESS

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