



क्रमांक : 2515 / अका. / 2024

रायपुर, दिनांक : 02/01/2024
02-02-2024

॥ अधिसूचना ॥

विश्वविद्यालय कार्यपरिषद् की बैठक दिनांक 28.04.2023 के पूरक विषय सूची निर्णय क्रमांक 16 एवं छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, नवा रायपुर अटल नगर, रायपुर से प्राप्त पत्र क्रमांक एफ 3-11/2023/38-2 दिनांक 17.01.2024 के अनुक्रम में नवीन Ordinance No. 201 - "Master of Hotel Management" माननीय कुलाधिपति महोदय द्वारा अनुमोदित को अंगीकृत किए जाने का निर्णय लिया गया, जो निम्नांकित है -

Ordinance No- 201

MASTER OF HOTEL MANAGEMENT

(Under Choice Based Credit System)

(E.C. under 28-04-2023)

Master of Hotel Management (MHM) is a Two-Year Full-Time Programme. The course structure and programme ordinance are as follows:

COURSE STRUCTURE

The MHM program shall be of two years duration i.e. first year and second year, each year consisting of two semesters. The first two semesters, each shall consist of eight core papers. The third semester shall contain a combination of core papers and elective papers. In MHM III Semester a student shall have the choice of studying any four papers out of six elective papers offered besides compulsory papers.

In the fourth semester students will be required to undergo one semester on-the-job training in a hotel and also undertake a research project.

Minimum credit requirements for the programme = 118 credits.

Admission to MHM-I Year (Semester II)

Admission to MHM-I year (Semester II) shall be given to those students who have successfully cleared at least five papers out of eight papers and not declared as fail.

Admission to MHM II Year (Semester III)

Admission to MHM II-year (Semester III) shall be given to those students, who have cleared successfully at least five papers out of eight papers offered for MHM-I year (Semester-I) as well as at least five papers out of eight papers offered in MHM-I year (Semester II) exams and not declared as fail.

In Industry Summer Training & Report: At the end of second semester examination, every student of MHM will undergo industrial training of 6 to 8 weeks duration. The student, after the completion of training will submit one copy of the report to the Department, which will form part of third semester examination. Content of the report should include the work performed and observations made during the training. Students will be required to collect and reproduce relevant forms, formats, procedural records, menus etc. used by the hotel in the operations. Information regarding knowledge acquired and skill developed and also observation of systems and procedures followed should be written in the report.

Extensive on- the- job- training: Immediately after the third Semester Examinations, as part of the fourth semester, the students shall be required to undertake one semester extensive on-the-job training in a leading hotel/resort property, duly approved by the Department. The student has to complete a minimum of sixteen weeks training. The evaluation of the Training Report and Log Book submitted by the students on the prescribed format as well as viva-voce will be conducted by a team of internal and external expert. Content of the report should include the work performed and observations made during the training. Students will be required to collect and reproduce relevant forms, formats, procedural records, menus etc. used by the hotel in the operations. Information regarding knowledge acquired and skill developed and also observation of systems and procedures followed should be written in Log Book as well as report.

Research Project: In fourth semester, students will be required to undertake this research project. A panel, comprising of one external and one internal expert who is in charge of Research project shall evaluate the Projects and conduct viva voce examination on the same.

1. For Admission to MHM programme minimum percentage of marks required at graduation level is 50 percent (a student having even 49.99% shall not be eligible for admission). Government norms regarding reservation & relaxation in percentage shall be applicable in admission process.
2. English shall be the medium of instruction in lectures, University examinations; Admission test(s) Presentations etc.
3. As far as possible fifty percent paper setters / examiners will be internal and fifty percent external.
4. All students will have to make a presentation of their industry training report which shall be evaluated centrally (by external & internal examiners) and viva voce would be conducted jointly by two examiners, one internal and one external during the third semester examination and fourth semester examination. In-industry training report (after second semester) shall carry a maximum of 100 marks. The fourth semester training report and log book will each carry a maximum of 100 marks.
5. The Research Project shall carry a maximum of 100 marks and the evaluation of the same shall take place in fourth semester. The title for the project work shall be allotted by the concerned faculty / academic committee to a group consisting of not more than five students. After the submission of project report in fourth semester group presentation of the same shall take place & viva-voce held which shall be conducted & evaluated centrally & jointly by the supervisor and external expert.
The academic committee of the department shall comprise of all faculty members.
6. If a candidate fails to appear in Project Report Viva-Voce Examination then he/she may be provided a second chance with due permission of the Registrar on the Payment of prescribed fee decided by Examination Committee for viva voce. If a candidate fails in Practical/Seminar/ Training Report Viva-Voce Examination of any Semester then he/she will be declared as failed.
7. Internal Assessment Examination: There shall be one internal assessment examination for each paper. This examination will be compulsory for the students. In case, if any student fails to appear in one or more papers on medical ground, then he/she may be provided one more chance during the same semester with due permission of the Head of department.

8. Guidelines for internal evaluation:
- It shall be based on verifiable means.
 - The distribution of marks of internal evaluation of theory papers will be as follows:

(i) Written test	-	20 marks
(ii) Term Assessment based on assignments/presentations/LSA/ class participation	-	10 marks
 - All assignments will be submitted in his/her hand writing only.

9. The maximum marks allotted for each theory paper will be as follows:

- | | |
|------------------------------|----------|
| (i) End semester examination | 70 marks |
| (ii) Internal evaluation | 30 marks |

10. Provision for ATKT: The minimum passing marks in each individual paper will be 36% and in aggregate 40% in each semester. This percentage will apply on aggregate marks of internal evaluation and end semester examination. Any candidate who fails to secure passing marks in three or less than three papers, in first semester will be promoted to the second semester of MHM program i.e., the candidate must have passed at least five papers in first semester. Any candidate who fails to secure passing marks in three or less than three papers in second semester will be promoted to the third semester of MHM program i.e. the candidate must have passed at least five papers of the second semester. A student after appearing for third semester examinations shall immediately join extensive in- industry training in fourth semester before the declaration of third semester results. Any candidate who fails to secure passing marks in any third semester paper will be required to clear each such paper in subsequent examination.

The examinations of the ATKT papers of the I and II semesters will be held along with III and IV semesters respectively. The examinations for the fail or ATKT papers of the III semester will be held in subsequent year (s) as and when the III semester examinations of the next batch are held.

A maximum of two chances shall be available to a candidate to clear his/her back papers. The candidate has to clear all his/her ATKT or Fail papers within a period of four years from the year of his/her admission. After which he/she will be ceased to be the student of MHM program.

11. A candidate who has secured minimum marks to pass in each paper but has not secured minimum marks to pass in aggregate may reappear in any of the paper(s) of the semester concerned (subject to maximum of three), according to his choice in order to secure the minimum marks prescribed to pass in the aggregate.

12. Evaluation Pattern for MHM:

Award of Grades & Grade Points Based on Absolute Marks

Marks Range (out of 100)	Grade	Grade Point
90 – 100	O	10
80 – 89	A	9
70 – 79	B	8
60 – 69	C	7
50 – 59	D	6
40 – 49	E	5
30 – 39	F	4
00 – 29	G	3
Absent	Ab	0

Letter grades O, A, B, C, D & E in a paper means that the student has been able to clear that paper (i.e. passed in paper).

Letter grade F and G in a paper means that the student has not been able to clear the paper and is entitled to appear in the Back Paper examination if he/she satisfies other conditions for Back Paper examination.

Letter grade Ab means that the student was absent

Calculation of SGPA and CGPA

The following procedure shall be used to calculate the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i th paper and G_i is the grade point scored by the student in the i th paper.

- The CGPA is also calculated in the same manner taking into account all the papers undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_j \times S_j)}{\sum C_j}$$

where S_j is the SGPA of the j th semester and C_j is the total number of credits in that semester.

- The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Calculation of SGPA and CGPA

- Illustration for SGPA

Paper	Credit	Grade Letter	Grade Point	Credit Point
Paper 1	4	B	8	4 x 8 = 32
Paper 2	4	C	7	4 x 7 = 28
Paper 3	3	O	10	3 x 10 = 30
Paper 4	4	E	5	4 x 5 = 20
Paper 5	3	D	6	3 x 6 = 18
Paper 6	4	E	5	4 x 5 = 20
Paper 7	4	C	7	4 x 7 = 28
	26			176

$$\text{Thus, SGPA} = 176/26 = 6.77$$

- Illustration for CGPA

Semester I	Semester II	Semester III	Semester IV
Credit : 30	Credit : 26	Credit : 32	Credit : 34
SGPA:6.9	SGPA:5.8	SGPA:7.3	SGPA:6.8

$$CGPA = \frac{\sum(C_j \times S_j)}{\sum C_j}$$

$$CGPA = \frac{\{(30 \times 6.9) + (26 \times 5.8) + (32 \times 7.3) + (34 \times 6.8)\}}{\sum C_j}$$

$$\text{Thus, CGPA} = 822.6/122 = 6.74$$

13. The conversion formula for converting CGPA to the corresponding Percentage of Marks will be as follows:

$$X = 10 Y - 4.5$$

where, X = Percentage of Marks

Y = CGPA

14. In the first three semesters, the candidate will be declared only as "Pass" or "Fail" Division will be awarded only on the basis of combined result of all the four semesters of MHM I and II.
15. If a candidate fails to appear in industry training viva voce, viva voce of dissertation or any viva voce/ practical then he / she may be provided a second chance with due permission of the Registrar on the Payment of prescribed fee for each viva voce.
16. No regular admission will be given to failed students. Any candidate who fails in the examination or is entitled to carry over papers as "back papers" may reappear in the next subsequent examinations. However the marks obtained previously by the candidate in the internal evaluation of the paper concerned, shall be retained and added with the marks obtained in the subsequent end semester examinations.
17. There will be no re-evaluation or supplementary exams. Scrutiny in not more than four papers in each semester is permitted.
18. The syllabi will be prescribed by the Board of Studies. However, the course outline in detail will be prepared by the department. For the paper setting the course outline thus prepared, will be sent to the examiner concerned.
19. The award of the division to the successful candidate will be on the basis of the combined results of MBA Part I and II examinations (of all four semesters) as follows:
- | | |
|---|-------------|
| (i) Candidates securing CGPA 6.45 and above | I Division |
| (ii) Candidates securing CGPA 5.45 to 6.44 | II Division |
| (iii) Candidates securing CGPA less than 5.45 | Fail |
20. The students will have to fulfil the minimum requirement of attendance as per the rule of the university.
21. No person shall be admitted as a candidate for the examinations of any of the part after the lapse of four years after admission to the first year of MHM course. However under special circumstances this period may be extended by one additional year (i.e. total five years) with the special permission of the Head as well as Dean.

आदेशानुसार,

Signature
21/1/24

कुलसचिव

पु. क्रमांक : 2516 / अका. / 2024

रायपुर, दिनांक : 02/01/2024
02-2-2024

प्रतिलिपि :-

01. माननीय राज्यपाल एवं कुलाधिपति महोदय के अवर सचिव, छत्तीसगढ़ राजभवन, रायपुर
02. सचिव, छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
03. सचिव, छत्तीसगढ़ शासन, वित्त विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
04. आयुक्त, उच्च शिक्षा, ब्लॉक-सी-3, द्वितीय एवं तृतीय तल, इन्द्रावती भवन, अटल नगर, नवा रायपुर
05. अध्यक्ष, समस्त अध्ययनशाला/प्राचार्य, संबद्ध समस्त महाविद्यालय,
06. समस्त विभागीय अधिकारी,
07. कुलपति के सचिव/कुलसचिव के निजी सहायक,
पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित।

Signature
उप-कुलसचिव (अका.)