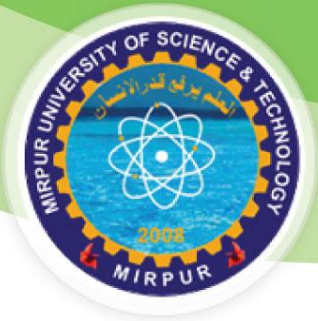


# FACULTY OF MANAGEMENT SCIENCES

## Degree Programs Offered

- BS Business Administration
- BS Banking & Finance
- BS Commerce
- BS Human Resource Management (Bhimber Campus)
- Masters Business Administration (MBA 3.5 Year)
- Masters Business Administration (MBA 1.5 Year) (Evening)
- Masters Business Administration (MBA (Executive) 2 Year (Evening)
- Masters Commerce
- MS Management Sciences (Evening)



### **Director/ Incharge Dean**

Dr. Muhammad Khalique

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E-mail: [director.dbms@must.du.pk](mailto:director.dbms@must.du.pk)

### **Message from Director/ Incharge Dean**

Welcome to Faculty of Management Sciences. As Director/ Incharge Dean of the Faculty of Management Sciences, I am extremely proud of the rich tradition of providing practical, experience-based business education that our School has upheld since its founding. Our business programs prepare our students to become leaders with the moral depth and intellectual intensity necessary to meet the challenges of a time of critical transition in society. Located in an economic and cultural hub, the Mirpur University of Science and Technology (MUST), Mirpur Azad Jammu and Kashmir offers unique opportunities for our students to engage with industries and communities.

We at Faculty of Management Sciences are committed to providing academic excellence in the fields of business administration, banking & finance and commerce.

I would like to cordially invite all of you who are interested in expanding your knowledge and enriching your careers to explore our school further either online or through a visit to campus.





### Faculty members of Management Sciences





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### **Introduction to MUST Business School**

Must Business School, Inaugurated by Dr. Ishrat Husain former Governor State Bank of Pakistan and currently serving as dean and director Institute of Business Administration Karachi (IBA), is one of the best business schools in this part of the country. The school is a blend of experience in teaching, research and practical exposure of the market. Moreover, through different initiatives such as Entrepreneurial Incubation Center (EIC), each year a number of businesses are initiated by our students, the aim of which is to produce graduates those are not looking for employment but catering employment for others in the market. MBS has initiated a Business Research Center (BRC) which is mainly established to meet the current research needs of local businesses, to minimize the failure rate of businesses and to boost success rate in businesses. Teaching Methods at MBS are based on a combination of classroom sessions, syndication, group work, case studies, term papers, use of library, top quality

seminars, workshops and conferences. The three departments are established under the umbrella of MUST Business School are respectively, Department of Business Administration, Banking and Finance and Commerce are established the new degree Programme BS in HRM is introduced at Bhimber campus.

### **Vision**

To become a business school, with an international repute in academia, industry and research for nurturing the future leaders and entrepreneurs. The school aims to provide graduates with the contemporary knowledge and soft skills required to make a positive impact on local and international level businesses.

### **Mission**

MBS aims to link globalized world via creating network of knowledge and assimilating it with our distinct indigenous values. The focus is to modernize business processes while preserving culture. Our belief is embedded in thinking global



and acting local, creating strong bond with local businesses, in order to solve real-time problems. Our competitive roots are students we produce skilled tomorrow leaders and entrepreneurs to create a sustainable and viable region.

### **Objectives**

- To produce excellent research that helps both society and businesses.
- To be an outstanding learning and teaching institution that produces employable students.
- To build sustainable and mutually beneficial

relationships with the corporate world.

- To develop national and international partnerships with like minded institutions.
- To inculcate a culture of continuous improvement based on international standards of excellence for business schools.
- To promote innovation and team-work amongst our students and faculty members.







### BS in Business Administration

At BBA level special importance is attached to project work where students go to the field to analyze real life problems and come up with meaningful solutions. This gives them the essential exposure to the manner in which the business world operates in Pakistan. Again, a large number of professional and technical seminars are conducted where senior managers from the industry are invited to share their experiences with our students.

In order to produce graduates with a well-balanced personality, general awareness of social issues and basic reasoning capabilities, students are also required to take, in addition to core and elective courses of the discipline.

#### Admission Requirements

Higher Secondary School Certificate or Equivalent securing at least 45% marks in aggregate

- Entry Test

#### Degree Requirements

Each candidate for the BBA degree is required to complete 126 Semester Credit Hours (SCH) as per the following detail:

Area	SCH
(a) Core Courses	102
(b) Elective Course	18
(c) Business Project*	06
<b>Total</b>	<b>126</b>

#### \*Project

It is mandatory for every student to complete a Business Project in 8th semester.

**Duration:** This is a four year degree program comprising of 8 semesters with minimum of 126 semester credit hours (SCH). There is a Fall and a Spring semester in each year.



### Scheme of Study for BS in Business Administration

Code	Course Title	Credit Hours
<b>First Semester</b>		
BBA-111	Principles of Accountings	3
BBA-112	IT in Business	3
BBA-113	Pak. Studies/ Islamic Studies	3
BBA-114	Introduction to Psychology	3
BBA-115	Freshman English-I	3
BBA-116	Business Mathematics-I	3
	<b>Total Credit Hours</b>	<b>18</b>
<b>Second Semester</b>		
BBA-121	Micro Economics	3
BBA-122	Business Mathematics-II	3
BBA-123	Business Ethics	3
BBA-124	Financial Accounting	3
BBA-125	Freshman English-II	3
	<b>Total Credit Hours</b>	<b>15</b>
<b>Third Semester</b>		
BBA-231	Principles of Marketing	3
BBA-232	Macro Economics	3
BBA-233	Introduction to Sociology	3
BBA-234	Business Statistics-I	3
BBA-235	Business Communication	3
	<b>Total Credit Hours</b>	<b>15</b>

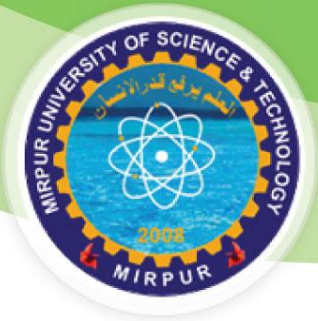


Fourth Semester		
BBA-241	Research Methods & Report Writing	3
BBA-242	Principles of Management	3
BBA-243	Marketing Management	3
BBA-244	Business Finance	3
BBA-245	Business Statistics-II	3
	<b>Total Credit Hours</b>	<b>15</b>
Fifth Semester		
BBA-351	Cost Accounting	3
BBA-352	Human Resource Management	3
BBA-353	Organizational Behavior	3
BBA-354	Financial Management	3
BBA-355	Business Law	3
	<b>Total Credit Hours</b>	<b>15</b>
Sixth Semester		
BBA-361	Financial Institutions	3
BBA-362	Consumer Behavior	3
BBA-363	Money & Banking	3
BBA-364	Elective-I	3
BBA-365	Elective-II	3
	<b>Total Credit Hours</b>	<b>15</b>





Seventh Semester		
BBA-471	Strategic Management	3
BBA-472	Operations Management	3
BBA-473	Managerial Accounting	3
BBA-474	Elective-III	3
BBA-475	Elective-IV	3
	<b>Total Credit Hours</b>	<b>15</b>
Eighth Semester		
BBA-481	Project	6
BBA-482	Entrepreneurship	3
BBA-483	Total Quality Management	3
BBA-484	Elective-V	3
BBA-485	Elective-VI	3
	<b>Total Credit Hours</b>	<b>18</b>
	<b>Grand Total Credit Hours</b>	<b>126</b>



## **Master's in business administration (MBA 3.5 Year)**

At MBA level, the course work emphasis is on research orientation, problem solving, entrepreneurial skills, management skills and all ingredients required to perfect leadership qualities. Our MBA program is known for teaching excellence and for combining high academic standards with practical application in today's rapidly changing business environment. Students are encouraged to challenge different viewpoints provided by the course material, teacher or their peers. The skills are developed to critically analyze the issues and develop logical reasoning. We believe that organizational leadership is the most significant element of success in modern-day intensely competitive world.

During the program, MBA students are required to write a thesis. This exercise provides a unique opportunity to develop skills, knowledge and career potential. It could be a theoretical work or specific industry oriented research addressing or exploring

key issues. In either case it must be of some value to an industry, an organization or policy makers. The wide range of specialization areas gives students the opportunity to tailor their studies to individual interests and/or career plans.

### **Specialization Areas**

1. Finance
2. Human Resource Management
3. Marketing

### **Admission Requirements**

1. A minimum of 14 years of education (bachelor's degree) in any discipline, e.g. BA, BSc. B Com etc., 45% aggregate or 2nd division
2. Entry Test.



### Degree Requirements

Candidates must successfully complete following requirements for grant of MBA 3.5 degree:

Courses	Semester Credit Hrs.
(a) Core Courses	83 SCH
(b) Elective	18 SCH
(c) Business Project**	06 SCH
<b>Total</b>	<b>107 SCH</b>

Class will be divided in to reasonable syndicates for case studies / topic presentation/ class project. Each syndicate will present the case / topic according to the recommended format.

### METHOD OF LEARNING AND CONTACT HOURS

A variety of techniques will be used to enhance your learning for each course. These include face-to-face lecture, discussion, exams, cases, in-class group activities, and internet research and guest speaker sessions. Students are expected to come to every session prepared based on provided material. Weekly contact of this course is 3 hours.





### SCHEME OF STUDY SEMESTER WISE

Code	Course Title	Credit Hours
<b>Semester-I</b>		
MBA-5101	Principles of Accounting	3
COM-5105	Computer Applications in Business	3
ECO-5106	Microeconomics	3
ENG-5107	Oral Communication	3
STA-5120	Business Mathematics & Statistics	3
	<b>Total Credit Hours</b>	<b>15</b>
Code	Course Title	Credit Hours
<b>Semester-II</b>		
MBA-5201	Financial Accounting	3
MBA-5202	Principles of Management	3
MBA-5203	Principles of Marketing	3
MBA-5204	Seminar on CPEC	2
ECO-5206	Macroeconomics	3
ENG-5207	Business Communication	3
Code	Course Title	Credit Hours
<b>Semester-III</b>		
MBA-6301	Marketing Management	3
MBA-6302	Business Finance	3
MBA-6303	Business Ethics	3
MBA-6304	Human Resource Management	3
MBA-6305	Statistical Inferences	3
	<b>Total Credit Hours</b>	<b>15</b>



Code	Course Title	Credit Hours
<b>Semester-IV</b>		
MBA-5101	Principles of Accounting	3
COM-5105	Computer Applications in Business	3
ECO-5106	Microeconomics	3
ENG-5107	Oral Communication	3
STA-5120	Business Mathematics & Statistics	3
<b>Total Credit Hours</b>		<b>15</b>
Code	Course Title	Credit Hours
<b>Semester-V</b>		
MBA-7501	Corporate Governance	3
MBA-7502	Strategic Management	3
MBA-7503	Cost Accounting	3
	Elective-I	3
	Elective-II	3
<b>Total Credit Hours</b>		<b>15</b>
Code	Course Title	Credit Hours
<b>Semester-VI</b>		
MBA-7601	Project Management	3
MBA-7602	Leadership	3
MBA-7603	Advanced Research Methods	3
	Elective-III	3
MBA-7604	Project-I	3
<b>Total Credit Hours</b>		<b>15</b>



Code	Course Title	Credit Hours
<b>Semester-VII</b>		
MBA-8701	Supply Chain Management	3
	Elective-IV	3
	Elective-V	3
	Elective-VI	3
MBA-8702	Project-II	3
<b>Total Credit Hours</b>		<b>15</b>





ELECTIVE COURSES		
FINANCE		
Course Code	Title	Credit Hrs.
Elective Courses for Semester-V		
FIN-7504	Financial Institutions	3
FIN-7505	International Financial Management	3
FIN-7506	Investment & Security Analysis	3
Elective Courses for Semester-VI		
FIN-7605	Corporate Finance	3
FIN-7606	Islamic Banking and Finance	3
Elective Courses for Semester-VII		
FIN-8703	Taxation Management	3
FIN-8704	Portfolio Management	3
FIN-8705	Analysis of Financial Statements	3
FIN-8706	Bank Management	3
FIN-8707	Credit Management	3



HUMAN RESOURCE MANAGEMENT		
Course Code	Title	Credit Hrs.
<b>Elective Courses for Semester-V</b>		
HRM-7507	Performance Management	3
HRM-7508	Human Resource Development	3
HRM-7509	Negotiation and Conflict Management	3
<b>Elective Courses for Semester-VI</b>		
HRM-7607	Seminars in Human Resource Management	3
HRM-7608	Collective Bargaining & Wage Policy	3
<b>Elective Courses for Semester-VII</b>		
HRM-8708	Change Management	3
HRM-8709	Organizational Development	3
HRM-8710	Learning & Management Development	3
HRM-8711	Strategic Human Resource Management	3
HRM-8712	HR in Public Sector	3



MARKETING		
Course Code	Title	Credit Hrs.
<b>Elective Courses for Semester-V</b>		
MKT-7510	Brand Management	3
MKT-7511	Global Marketing	3
MKT-7512	Seminars in Marketing	3
<b>Elective Courses for Semester-VI</b>		
MKT-7609	Consumer Behavior	3
MKT-7610	Advertising & Promotion	3
<b>Elective Courses for Semester-VII</b>		
MKT-8713	Sales Management	3
MKT-8714	Services Marketing	3
MKT-8715	Marketing Research	3
MKT-8716	Marketing Channels	3
MKT-8717	Strategic Marketing	3





### **Masters in business administration (MBA 1.5 Year)**

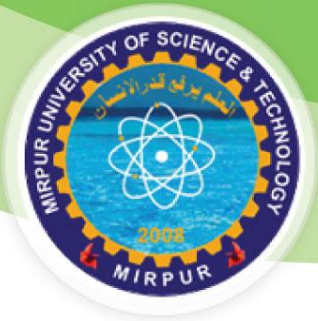
The MBA 1.5 Year degree program is designed to serve the needs of those who already hold an honors' degree in business or commerce and now looking for a Masters to be at par with MBA 3.5 years. The program will meet the increasing demand for advanced business education which will not only combine text book learning with case study

methodology but will expose students to an Environment which will facilitate development of their conceptual skills as well as personal growth. By the end of program, the students will feel comfortable taking up leadership and decision making roles to can work across disciplines and cultures to manage change, develop creative innovative.

Admission Criterion Applicants should have a B.Com/ BBA (Hons.) Or equivalent degree with 2.5/4.0 CGPA.

### **SCHEME OF STUDIES**

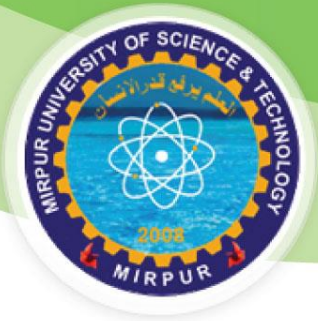
Code	Title	Credit Hours
1	Core courses	18
2	Specialization	12
3	Research Project	06
<b>TOTAL</b>		<b>36</b>



Code	Title	Credit Hours
<b>Semester-I</b>		
1	Core Course-I	03
2	Core Course-II	03
3	Core Course-III	03
4	Elective-I	03
5	Elective-II	03
	Total	15
Code	Title	Credit Hours
<b>Semester-II</b>		
1	Core Course-IV	03
2	Core Course-V	03
3	Core Course-VI	03
4	Elective-III	03
5	Elective-IV	03
	Total	15

### CORE COURSES

Code	Title	Cr. Hrs.	Code	Title	Cr. Hrs.
<b>MBA 7101</b>	Advance Research Methods	03	<b>MBA 7201</b>	Advances in Entrepreneurship	03
<b>MBA 7102</b>	Project Management	03	<b>MBA 7202</b>	Corporate Governance	03
<b>MBA 7103</b>	Quantitative Techniques in Business	03	<b>MBA 7203</b>	Organizational Development	03
<b>MBA 7104</b>	Economic Analysis	03	<b>MBA 7204</b>	SME Management	03
<b>MBA 7105</b>	Knowledge Management	03			



## Human Resource Management

Code	Title	C. Hrs
MBA 7106	Human Resource Development	03
MBA 7107	Change Management	03
MBA 7108	Negotiation & Conflict Management	03
MBA 7109	Strategic Human Resource Management	03
MBA 7205	Compensation & Reward Management	03
MBA 7206	Performance Management	03
MBA 7207	Industrial Psychology	03
MBA 7288	Seminars in HRM	03
MBA 7209	Leadership	03
MBA 7210	Recruitment and Selection	03

## Finance

Code	Title	C. Hrs
MBA 7110	Financial Decision Making	03
MBA 7111	Financial Markets	03
MBA 7112	Commercial & Investment Banking	03
MBA 7113	Seminar in Finance	03
MBA 7114	International Financial Management	03
MBA 7211	Security Analysis & Portfolio Management	03
MBA 7212	Treasury & Fund Management	03
MBA 7213	Corporate Finance	03
MBA 7214	Financial Risk Management	03
MBA 7215	Behavioral Finance	03

## Marketing

Code	Title	C. Hrs
MBA 7115	Advertising & Promotion	03
MBA 7116	Strategic Marketing Planning	03
MBA 7117	Marketing Research	03
MBA 7118	Sales Management	03
MBA 7119	Services Marketing	03
MBA 7216	Seminars in Marketing	03
MBA 7217	Product and Brand Management	03
MBA 7218	Consumers Behavior	03
MBA 7219	Marketing Channels	03
MBA 7301	Research Project	06





## **Master's in Business Administration (MBA 2 Year (Executive))**

This degree is specifically aimed to cater the needs of those professionals who are rich in industry experience working at different tiers of management but lack on the academic side. The curriculum has been designed to develop in-depth understanding of all business functions. The curriculum is based on technical, data-driven, quantitative skills to make objective decisions with the interpersonal and communication skills necessary to work effectively with people at all levels and from all cultures. The Program will meet the increasing demand for advanced business education which will not only combine text book learning with case study methodology but will expose students to an environment which will

facilitate development of their conceptual skills as well as personal growth.

### **ELIGIBILITY**

Applicants should have a 14 years education with 4 years industry experience or a 16 year education with 2 years industry experience. Candidates having passed their degrees in annual system must have at least 45 percent marks and in semester system 2.5/4.0 CGPA.

### **Duration**

It is a 2 years degree program with 4 semesters and consisting of 66 credit hours: 48 credit hours for core courses; 12 credit hours for specialization courses and a 3 credit hour Research project.



### Scheme of Study:

<b>Duration:</b>	4 Semesters	
<b>Course Work:</b>	60 Credits	
<b>Oral/Comprehensive Examination</b>	S/U Basis	
<b>Internship/Research Project:</b>	3 Credit Hours	
<b>Total:</b>	63 Credits	
<b>Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<b>Semester-I</b>		
EMB-5101	Financial Accounting	3
EMB-5102	Principles of Marketing	3
EMB-5103	Principles of Management	3
EMB-5104	Business Mathematics & Statistics	3
EMB-5105	Business Communication	3
	<b>Total Credit Hours</b>	<b>15</b>
<b>Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<b>Semester-II</b>		
EMB-5201	Cost Accounting	3
EMB-5202	Human Resource Management	3
EMB-5203	Quantitative Techniques in Business	3
EMB-5204	Business Finance	3
EMB-5205	Managerial Economics	3
	<b>Total Credit Hours</b>	<b>15</b>



Code	Course Title	Credit Hours
<b>Semester-III</b>		
EMB-6301	Marketing Management	3
EMB-6302	Financial Management	3
EMB-6303	Business Research Methods	3
EMB-	Elective I	3
EMB-	Elective II	3
	<b>Total Credit Hours</b>	<b>15</b>
Code	Course Title	Credit Hours
<b>Semester-IV</b>		
EMB-6401	Strategic Management	3
EMB-6402	Project Management	3
EMB-6403	Organizational Behavior	3
EMB-	Elective III	3
EMB-	Elective IV	3
EMB-6410	Business Project	3



## SPECIALIZATION COURSES

### HUMAN RESOURCE MANAGEMENT

Code	Course Title	C Hrs.
EMB-6304	Strategic Human Resource Management	03
EMB-6305	Human Resource Development	03
EMB-6306	Negotiation & Conflict	03
EMB-6307	Change Management	03
EMB-6308	Compensation & Reward Management	03
EMB-6404	Performance Management	03
EMB-6405	Industrial Psychology	03
EMB-6406	Seminars in HRM	03
EMB-6407	Leadership	03
EMB-6408	Recruitment and Selection	03

### MARKETING

Code	Course Title	C. Hrs
EMB-6313	Marketing Research	03
EMB-6314	Consumers Behavior	03
EMB-6315	Advertising & Promotion	03
EMB-6416	Sales Management	03
EMB-6417	Services Marketing	03
EMB-6418	Seminars in Marketing	03

### Finance

Code	Course Title	C Hrs
EMB-6309	Security Analysis & Portfolio Management	03
EMB-6310	Commercial & Investment Banking	03
EMB-6311	Financial Markets	03
EMB-6312	Behavioral Finance	03
EMB-6411	International Financial Management	03
EMB-6412	Financial Decision Making	03
EMB-6413	Analysis of Financial Statements	03
EMB-6414	Corporate Finance	03
EMB-6415	Financial Risk Management	03





## MS in Management Sciences

The MS in Management Sciences is a research based degree program. It is designed to find out solutions of the problems in the economy. Mainly factors contributing to the high quality of research and training of students: The basics of business such as management, marketing, commerce, IT and computer sciences; and focus on the rigorous analysis of business problems.

### ELIGIBILITY

A minimum of 16 year of education with MBA/M.Com/MPA/BBA (4 year)/B.Com (4 year)/BS Management (4 year) or equivalent with second division or 2.50 CGPA on the scale of 4.00 from any institution recognized by HEC Pakistan.

### SCHEME OF STUDY

Sr. No	Title	Credit Hours
1	Core courses	12
2	Specialization	12
3	Conference/ Seminar	01
4	Thesis	06
Total		31



### CORE COURSES

Code	Title	Credit Hours
<b>MS-7101</b>	Advanced Research Methods and Statistical Packages	03
<b>MS-7102</b>	Behavioral Finance	03
<b>MS-7201</b>	Philosophy of Management	03
<b>MS-7202</b>	Advanced Services Marketing	03

### SPECIALIZATIONCOURSES

MANAGEMENT		
Code	Course Title	Credit Hours
MS-7103	Management of NGOs	03
MS-7104	Seminar on Strategic Knowledge Management	03
MS-7105	Current Issues in Management	03
MS-7106	Advances in Supply Chain Management	03
MS-7203	Topic in Quality Management	03
MS-7204	Project Management	03
MS-7205	Operations Management	03



### HUMAN RESOURCE MANAGEMENT

Code	Course Title	Credit Hours
MS-7107	Career Management & Planning	03
MS-7108	Human Resource Development	03
MS-7109	Human Resource Information System	03
MS-7206	HRM in Public and Private Sector	03
MS-7207	Organization Development	03
MS-7208	Industrial Relations and Labor Law in Pakistan	03

### MARKETING

Code	Course Title	Credit Hours
MS-7110	Customer Relationship Management	03
MS-7111	Advance Topics in Consumer Behavior	03
MS-7112	Product Management	03
MS-7113	Strategic Marketing	03
MS-7114	Brand Management	03
MS-7209	Current issues in Advertising Management	03
MS-7210	Current Issues in Marketing	03
MS-7211	Sales management	03
MS-7212	Services marketing	03



FINANCE		
Code	Course Title	Credit Hours
MS-7115	Islamic Finance	03
MS-7116	Banking Management	03
MS-7117	Insurance Management	03
MS-7118	Behavioral Finance	03
MS-7119	Case Studies in Corporate Finance	03
MS-7213	Financial Management of MNCs	03
MS-7214	Issues in Financial Reporting	03
MS-7215	Financial Modeling	03
MS-7216	Advance portfolio management	03

ACCOUNTING		
Code	Course Title	Credit Hours
MS-7120	Advanced Accounting Theory & Problems	03
MS-7121	Governmental Accounting	03
MS-7122	Advanced Auditing techniques	03
MS-7217	Cost Accounting for Selected Industries	03
MS-7218	Management Accounting	03
MS-7219	Accounting for Venture Capital & Mutual Funds	03





ENTREPRENEURSHIP		
Code	Course Title	Credit Hours
MS-7123	Social Entrepreneurship	03
MS-7124	Entrepreneurial Finance	03
MS-7125	Inventions and Patents	03
MS-7126	Entrepreneurial Marketing	03
MS-7220	International Entrepreneurship	03
MS-7221	Technology Commercialization	03
MS-7222	Advances in business strategy	03
MS-7223	Techno Entrepreneurship	03



## **Department of Banking and Finance**

### **BS in Banking and Finance**

The department of banking and finance is an educational research oriented non-profit organization with the objective of promoting intellectual, logical and scientific thoughts and discussions on institutions of banking and finance. The institute is dedicated to produce well-trained, highly competent personnel and executives with the required talent in the banking and finance industry.

### **Objectives**

The objective of Department of Banking and finance is the injunctions of the financial and banking culture. It is aimed to create a platform for new generation of academic students, researchers, scholars, business managers, financiers, bankers and economists who can effectively and productively deals with the present business challenges and difficulties in the exhibits of principles of banking and finance teachings by conveying knowledge and education using different modes of learning methods.

The ultimate objective is to

- Organizing teachings of banking and finance at all levels
- Research Culture and Analytical Thinking - Conducting advance studies & research in the relevant areas
- Develop Industry Partnership- Promoting cooperation with other leading educational and research institutions in the Islamic banking and finance and allied disciplines
- Providing training & consultancy services to public and private organizations
- Develop, Conduct and Promote Training Programs
- Endorse Qualified Human Resources in areas demanded by Industry
- Establish Platform for Trainers and Advisers
- Provide Business advisory in context of Spiritual Heritage of Islam



### Scheme of Study for Bachelor of Science in Banking and Finance

Semester-I		
Course Code	Course Title	Credit Hours
BBF-1101	Financial Accounting I	3(3-0)
COM-1105	Introduction to Computers	3(3-0)
ECO-1106	Microeconomics	3(3-0)
ENG-1107	Functional English I	3(3-0)
ISL-1112	Islamic Studies	3(3-0)
MAT-1115	Business Mathematics	3(3-0)
Semester –II		
Course Code	Course Title	Credit Hours
BBF-1201	Financial Accounting II	3(3-0)
BBF-1202	Introduction to Finance	3(3-0)
BBF-1203	Introduction to Banking	3(3-0)
ECO-1206	Macroeconomics	3(3-0)
ENG-1207	Functional English II	3(3-0)
PS-1217	Pakistan Studies	3(3-0)
Semester –III		
Course Code	Course Title	Credit Hours
BBF-2301	Introduction to Business	3(3-0)
BBF-2302	Cost Accounting	3(3-0)
ENG-2307	Business Communication	3(3-0)
ITM-2311	Introduction to Management	3(3-0)
STA-2320	Business Statistics	3(3-0)



Semester-IV		
Course Code	Course Title	Credit Hours
BBF-2401	Business & Commercial Law	3(3-0)
BBF-2402	Money, Banking and Investment	3(3-0)
BBF-2403	Financial Management	3(3-0)
BBF-2404	Introduction to Marketing	3(3-0)
HRM-2409	Human Resource Management	3(3-0)
Semester-V		
Course Code	Course Title	Credit Hours
BBF-3501	Business Ethics	3(3-0)
BBF-3502	Bank Auditing	3(3-0)
BBF-3503	Central Banking	3(3-0)
BBF-3504	Risk Management	3(3-0)
BBF-3505	Financial Statement Analysis	3(3-0)
OB-3516	Organizational Behavior	3(3-0)
Semester-VI		
Course Code	Course Title	Credit Hours
BBF-3601	Banking Law and Practice	3(3-0)
BBF-3602	Business Research Methods	3(3-0)
BBF-3603	Corporate Finance	3(3-0)
BBF-3604	Islamic Banking	3(3-0)
BBF-3605	Pakistan Economy	3(3-0)
BBF-3606	SME Finance	3(3-0)





Semester-VII		
Course Code	Course Title	Credit Hours
BBF-4701	Management Information System in Banks	3(3-0)
BBF-4702	Portfolio Management	3(3-0)
BBF-4703	International Banking	3(3-0)
BBF-4704	Business Taxation Laws	3(3-0)
BBF-4705	International Trade & Foreign Exchange Management	3(3-0)
Semester-VIII		
Course Code	Course Title	Credit Hours
BBF-4801	Credit Analysis & Investment Banking	3(3-0)
BBF-4802	Marketing of Banking Products & Financial Services	3(3-0)
BBF-4803	Money & Capital Markets	3(3-0)
BBF-4804	Research Project	6(6-0)
Total Credit Hours		132



## Department of Commerce

### Programmes offered

1. BS in Commerce
2. Master's in commerce

### BS Commerce:

The commerce qualification is in great demand across the corporate world due to emergence of corporate governance and issues related to better custodians of public wealth.

Four year BS Commerce program mainly focuses upon the vital areas of study like that of accounting, auditing, finance, taxation, computer applications, banking, e-commerce, economics, law, statistics, management and marketing.

Sharp minds are catered in our department aiming at setting and imparting latest trends and setting new traditions into the field of commerce, business and entrepreneurship. Vim and vigor of the faculty is hereby reflected by the inclination of perfections in all the relevant fields of study by the students. Students are

guided by offering them variety of courses developed in the line of knowledge enrich outline to prepare worthy managers and administrators in numerous fields of life.

The education at MBS will provide advanced and in-depth knowledge of various subjects at undergraduate and postgraduate level so they may start their professional career better than simply master degree holders.

It is a 4 year degree program with 8 semesters and consisting of 129 credit hours including Business Project/Internship Report of 3 credit hours.

### Why BS Commerce:

Major aim of this program is to prepare the mind of youngsters so that they may gather appropriate knowledge of commerce, business, accounting, finance, and economics and can get familiarized with tally of research. In precise verdict such field of subjects helps the nation to produce quality management in their entire respective field of life. Students here opt state of the



art computer lab, multimedia and internet for benefiting their minds by getting useful and latest knowledge about their subject or field of interest and hover around latest infrastructure. With the economic development of the country, the commercial activity increases which resulted in creation of employment. As every business activity needs finance and accounting as core function, therefore, qualification in this field facilitates better job prospects and quick entry to the practical field. Further, knowledge of accounting and finance helps science students to excel in their career e.g., science students in advance stage of their career, may require financial management skills to prepare budget and forecasts, managing cash inflows and outflows, etc. for their department. The accounting and finance skills assist such professionals to reach to top management positions including heading their own departments of technical nature. Further, accounting and finance has close relationship with logics and mathematics. It is observed that students with

mathematical background find accounting and finance related courses more convenient to study as compared to any other professional.

Human Resource (HR) and Training & Development are emerging areas. The knowledge of accounting and finance helps HR professionals to have better understanding of payroll, compensation and reward management, while ensuring cost and benefit analysis (CBA). It will facilitate them to prepare better projections about organization's financial liability to manage human resources. With regard to training and development, professionals dealing in this area need skills to prepare financial feasibility, income statements, etc. to launch and conclude training programs.

#### **Mission Statement of BS Commerce:**

Purpose of offering admissions in BS Commerce is to equip the students with proper understanding towards the field of



business and industry so that they can pursue their bright career in future endeavours.

**Core objective of BS Commerce:**

Providing quality education to the young men and women so that they should develop lust for having compatible knowledge of all the major areas of finance, accounting, economics, management, commerce and most essentially pre-requisites of research, which promises their future growth and successful excel in their relative field of study.

Let the students be familiarizing with the cruxes of wide range of problems and practices into the fields of commerce, industry and economy.

Improving the analytical footings of the aspirants so that they should have sufficient knowledge of the techniques that are used to reduce or probably resolve at large managerial problems.

For maintaining concrete beneficial relation-ship with commerce, trade, industry, government and non- profit organizations and to develop intellect minds that could serve the future office needs better.

Preparing and proliferation the minds of the young men and women and to furbish them with entrepreneurial calibre and thrift that is necessary to revive in today's global community.

**Student Learning Outcomes:**

Students qualified the degree of BS Commerce will undoubtedly:

- 1: Be familiar to the crux of business and industrial persuasions
- 2: Be in a position to use efficiently the relevant knowledge in the field of commerce and industry.
- 3: Be easily highlighting the way outs of the problems and practices into the fields of commerce.
- 4: Be having improved analytical footing of the aspirants so that they should have sufficient knowledge of the techniques





used to reduce or probably resolve at large managerial problems.

5: Be maintaining concrete beneficial relation-ship with commerce, trade, industry, government and non-profit organizations.

6: Be having sufficient intellectual mind that could let them serve future needs better

7: Be having a decent and gentle man personality that is reflected through their analytical the thoughtful approach towards their field of study.

#### **BS Commerce Student Outcomes:**

The aspirants should be able to:

- Communicate effectively the problems and crux of commerce, industry and business.
- Have a thought full personality with sharp minded approach in communication the recent trends in the field of commerce.

- Having good financial and economic back ground of study help them know comprehensively about the global changing patterns in business world.
- Having ability to use variety of analytical tools in order to judge the current state of business in all respect.

#### **General Assessment:**

Each semester contains 18 weeks of study that is exclusive of two weeks devoted for the conduction of midterm and final term examination. Midterm examination is to commence after 8 weeks of study and final term examination after 7 weeks of study since the resume of class work very after midterm examination. In the meantime students are awarded sessional marks which are justified in the line with the take up of written quizzes and assignments on various topics.

After 6th semester each student undergoes 8-10 weeks of internship in some reputable and renowned organization and is required to prepare internship report at the climax. Internship



viva voce and comprehensive examination is mandatory to be qualified before issuance of final result transcript or degree. Internship viva voce and comprehensive examination/Viva is scheduled at an appropriate time and date after the successful fade of last semester.

#### **Internship:**

Nothing compares to hands on experience. BS Commerce program has requisites of 8 to 10 weeks of internship programs that executed in renowned banks, industry and accountancy firms etc. which upgrade student knowledge and sharpens his/her skills so that they are to get industry ready. One the successful completion of all degree requirements, the aspirants let wide job placement market open diligently for themselves. They can easily pursue their career endeavors in industry, media and communication as well as multi-national organizations. They can also opt professional accountancy courses wherein they qualify to be accorded exemptions in

some of the subjects offered to them in subsequent study tenure.

1. Finance
2. Marketing
3. Human Resource Management
4. Accounting

#### **Eligibility Criteria for Admission:**

- Higher Secondary School Certificate (HSSC) or Equivalent securing at least 45% marks in aggregate.
- Entry Test as per University rules.

#### **Degree Requirements:**

Candidates must successfully complete following requirements for grant of BS Commerce degree:

<b>Courses</b>	<b>Semester Credit Hrs.</b>
(a) Core Courses	117 SCH
(b) Elective	09 SCH
(c) Internship Report	03 SCH
<b>Total</b>	<b>129 SCH</b>



### Scheme of Study of (BS Commerce)

<b>Duration:</b>		08-12 Semesters
<b>Course Work:</b>		126 Credits
<b>Oral / Comprehensive Examination</b>		S/U Basis
<b>Internship Report</b>		03 Credits
<b>Total Credit Hours:</b>		129 Credits
<b>Semester-I</b>		
<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
HUM -1101	Islamic & Pakistan Studies	3(3-0)
MAT-1102	Business Mathematics	3(3-0)
ACC-1103	Financial Accounting-I	3(3-0)
ENG-1104	Functional English	3(3-0)
ITB-1105	Introduction to Business	3(3-0)
<b>Semester –II</b>		
<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
ENG -1201	Business Communication & Report Writing	3(3-0)
STA -1202	Business Statistics	3(3-0)
ACC -1203	Financial Accounting-II	3(3-0)
ECO-1204	Micro Economics	3(3-0)
FIN-1205	Banking Currency & Finance	3(3-0)

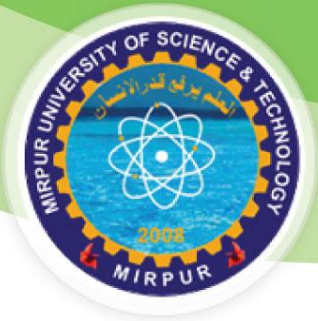


Semester –III		
Course Code	Course Title	Credit Hours
COM-2301	Computer applications in Business	3(3-0)
ACC-2302	Advance Accounting	3(3-0)
ECO-2303	Macro Economics	3(3-0)
TAX-2304	Business Taxation	3(3-0)
LAW-2305	Business Law	3(3-0)
Semester-IV		
Course Code	Course Title	Credit Hours
MKT-2401	Principles of Marketing	3(3-0)
FIN-2402	Introduction to Business Finance	3(3-0)
ECO-2403	Economics of Pakistan	3(3-0)
AUD-2404	Auditing	3(3-0)
ACC-2405	Fundamentals of Cost Accounting	3(3-0)
Semester-V		
Course Code	Course Title	Credit Hours
MGT-3501	Principles of Management	3(3-0)
ENT-3502	Entrepreneurship	3(3-0)
RES-3503	Research Methods in Business	3(3-0)
ENG-3504	Interpersonal Skills	3(3-0)
MKT-3505	Consumer Behaviour	3(3-0)





Semester-VI		
Course Code	Course Title	Credit Hours
LAW-3601	Banking Law and Practice	3(3-0)
FIN-3602	Financial Management	3(3-0)
ECM-3603	E-Commerce	3(3-0)
BET-3604	Business Ethics	3(3-0)
MGT-3605	Organizational Behaviour	3(3-0)
ACC/FIN/MKT/HRM	Elective-I	3(3-0)
Semester-VII		
Course Code	Course Title	Credit Hours
LAW-4701	Corporate Law	3(3-0)
MGT-4702	Human Resource Management	3(3-0)
MGT-4703	Insurance & Risk Management	3(3-0)
ACC-4704	Management Accounting	3(3-0)
MGT-4705	Project Management	3(3-0)
ACC/FIN/MKT/HRM	Elective-II	3(3-0)



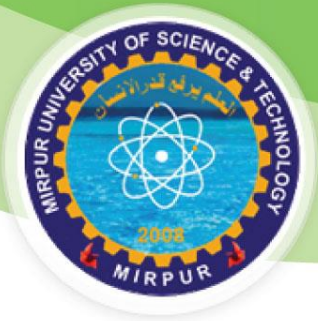
Semester-VIII		
Course Code	Course Title	Credit Hours
FIN-4801	International Business & Finance	3(3-0)
MGT-4802	Operation & Production Management	3(3-0)
MGT-4803	Performance Management	3(3-0)
MGT-4804	Strategic Management	3(3-0)
ACC/FIN/MKT/HRM	Elective-III	3(3-0)
INR- 4812	Internship Report*	3(3-0)
Total Credit Hours		129

\* A detailed research project of an industry in the field of specialization of the candidate.

**Optional Subjects:** Any one course from the selected field of specialization.

### FIELDS OF SPECIALIZATION:

Finance:	Marketing:
FIN-3606 Analysis of Financial Statements	MKT-3607 Advertising & Promotion
FIN-4706 Investment Analysis & Portfolio Management	MKT-4707 International Marketing
FIN-4805 Corporate Finance	MKT-4806 Brand Management
HRM:	Accounting:
HRM-3608 Human Resource Development	ACC-3609 Advance Financial Accounting
HRM-4708 Organizational Development	ACC-4709 Advance Cost Accounting
HRM-4807 Negotiation and Conflict Management	ACC-4808 Strategic Management Accounting



## **MASTERS IN COMMERCE**

The M.Com two year program is offered to equip students with the latest tools available in the field of Commerce and Business. The program is designed to fulfill the needs of Commerce graduates fully capable of handling the matters related to Accounting, Management, Finance, Audit, Taxation, and Banking.

M.Com level, the course work at emphasis is on research orientation, problem solving, entrepreneurial skills, management skills and all ingredients required to perfect leadership qualities. Our M.Com program is known for teaching excellence and for combining high academic standards with practical application in today's rapidly changing business environment. Students are encouraged to challenge different viewpoints provided by the course material, teacher or their peers. The skills are developed to critically analyze the issues and develop logical reasoning. We believe that organizational

leadership is the most significant element of success in modern-day intensely competitive world.

During the program, M.Com students are required to do internship and write an internship report. This exercise provides a unique opportunity to develop skills, knowledge and career potential. It could be a theoretical work or specific industry oriented research addressing or exploring key issues. In either case it must be of some value to an industry, an organization or policy makers. The wide range of specialization areas gives students the opportunity to tailor their studies to individual interests and/or career plans.



### Specialization Areas

1. Accounting
2. Finance

### Admission Requirements

- Eligibility Criteria: B.Com with at least 2<sup>nd</sup> division for admission in M.Com.
- Entry Test.

### Degree Requirements:

Candidates must successfully complete following requirements for grant of M.Com degree:

Courses	Semester Credit Hrs.
(a) Core Courses	50 SCH
(b) Elective	12 SCH
(c) Business Project/Internship	03 SCH
<b>Total</b>	<b>65 SCH</b>

### SCHEME OF STUDY AND COURSE STRUCTURE SEMESTER WISE

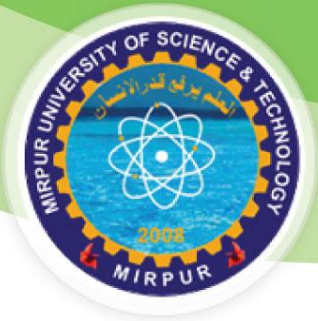
<b>Duration:</b>		04-06 Semesters
<b>Course Work:</b>		62 Credits
<b>Oral / Comprehensive Examination</b>		S/U Basis
<b>Internship Report</b>		03 Credits
<b>Total Credit Hours:</b>		65 Credits
<b>First Semester</b>		
MC-511	Principles of Management	3
MC-512	International Business	3
MC-513	Advance Cost Accounting	3
MC-514	Financial Accounting	3
MC-515	Computer Application in Business	3
	<b>Total Credit Hours</b>	<b>15</b>





Second Semester		
MC-521	Financial Management	3
MC-522	Principles of Marketing	3
MC-523	Project Management	3
MC-524	Business Communication	3
MC-525	Advanced Financial Accounting	3
MC-526	Seminar on CPEC	2
	<b>Total Credit Hours</b>	<b>17</b>
Third Semester		
MC-631	Research Methods & Techniques	3
MC-632	Managerial Accounting	3
MC-633	Quantitative Techniques in Business	3
MC-	Elective course	3
MC-	Elective course	3
	<b>Total Credit Hours</b>	<b>15</b>
<b>Optional Subjects:</b> Any two courses from the selected field of specialization.		
Forth Semester		
MC-641	Human Resource Management	3
MC-642	Corporate Finance	3
MC-643	Strategic Management	3
MC-	Elective course	3
MC-	Elective course	3
MC-650	Internship Report	3
	<b>Total Credit Hours</b>	<b>18</b>

**Optional Subjects:** Any two courses from the selected field of specialization.



## FIELDS OF SPECIALIZATION

### Finance

Course Code	Subjects Title	Credit Hrs
MC-634	Islamic Principles of Finance	3
MC-635	Banking Management	3
MC-636	Financial Institutions & Markets	3
MC-637	Insurance Management	3
MC-638	Portfolio Management	3
MC-639	International Finance	3

### Accounting

Course Code	Subjects Title	Credit Hrs
MC-644	Advanced Accounting Theory & Problems	3
MC-645	Public Accounting	3
MC-646	Advanced Auditing and Assurance	3
MC-647	Cost Accounting for Selected Industries	3
MC-648	International Accounting	3
MC-649	Advanced Management Auditing	3