

Bachelor of Vocation (Accounting, Taxation and Auditing)
COURSE CURRICULUM
(Semester Scheme, 3 years Degree Course)

1. Eligibility of Admission:

A candidate passing Senior Secondary Examination (10+2) from Board of Secondary Education Rajasthan or equivalent, securing at least 48 per cent marks in aggregate shall be eligible for admission to the B. Voc. (Accounting, Taxation and Auditing) on merit basis.

2. Course of Study:

The curriculum of Bachelor of Vocation course is a suitable mix of general education and skill development components. Out of thirty papers, 12 papers belong to general education components while 18 papers belong to skill development components.

Structure of course of study is given in the following table 1:

Table 1: Course Content

Semesters	Paper	Nomenclatures of Course	Credit
First		General Education Papers	
	101	Financial Accounting	6
	102	Business Statistics : Part -1	6
		Skill Component Papers	
	103	Practical computer (Hardware)	6
	104	Basic Practical Business Accounting	6
First	105	Microsoft Office Lab -1	6
		Compulsory Paper	
	106	Environmental Studies	2
Second		General Education Papers	
	201	Business Statistics: Part – 2	6
	202	Language skills in English	6
		Skill Component Papers	
	203	Business Statistics Using Excel	6
	204	Practical Business Communication and Soft skills	6
Second	205	Microsoft Office Lab -2	6
		General Education Papers	
	301	Income Tax: Part 1	6
	302	Goods and Service Tax : Part 1	6
Third		Skill Component Papers	
	303	Practical Income Tax: Part 1	6
	304	Advanced MS Excel	6
	305	Practical Documentation	6
Fourth		General Education Papers	
	401	Income Tax: Part 2	6
	402	Goods and Service Tax: Part 2	6
		Skill Component Papers	
	403	Practical Income Tax: Part 2	6
	404	Practical Goods and Service Tax	6
Fourth	405	Practical TDS and Advance Tax	6
		Qualifying Paper	
	406	General Hindi	2
Fifth		General Education Papers	
	501	Cost Accounting	6
	502	Financial Management	6

	503	Skill Component Papers Practical Auditing and Cost Accounting	6
	504	Advanced practical Business Accounting	6
	505	Financial Management using Excel	6
Sixth	601	General Education Papers Auditing	6
	602	Corporate & Management Accounting	6
	603	Skill Component Papers Industrial Internship	18
Total Credit : Skill component =108 General education=72, Compulsory = 2, Qualifying = 2			184

3. Credit

One credit would mean equivalent of 15 periods of 60 minutes each, for theory, workshop/labs and tutorials.

4. Attendance

A candidate shall be required to attend minimum 75% of the classes held in each paper including tutorial and practical, if any. A candidate failing to satisfy the above mentioned requirement of attendance in one or more papers shall be detained from appearing at the main and internal examination.

5. Medium

Medium of instruction and examination shall be both Hindi and English

6. Levels of Awards

There are several exit points in the present course. If a candidate quits the course after successful completion of one year, he or she shall be awarded as diploma in Accounting. If a candidate quits the course after completion of two years, he or she shall be awarded as Advance Diploma in Accounting and Taxation. On successful completion of entire three years, she or she shall be awarded as Bachelor of Vocation degree in Accounting, Taxation and auditing. **This is outlined in table 2.**

Table 2: Exit Points

Exit Points /Awards	Successful completion of
Diploma (Accounting)	One Year
Advanced Diploma (Accounting and Taxation)	Two Years
B. Voc. (Accounting, Taxation and Auditing)	Three Years

7. Scheme of Examination

General Education Papers

Each General Education Paper shall have maximum marks as 100, to be evaluated both internally and externally. Distribution of marks paper-wise shall be as follows

External Examination Scheme- For external examination shall have three sections. For a question paper carrying maximum 80 marks the structure will be as follows:
The first section, SECTION- A, carrying maximum 20 marks will have 10 short answer type (not exceeding 50 words each) questions. Each question will carry 2 marks. The second section, SECTION-B, carrying maximum 40 mark will have 10 medium answer

603: Industrial Internship

Modus Operandi of Industrial internship

After completion of 5th Semester, each student has to complete industrial internship of 270 hours (15 Hours x 18 credit). This internship can be performed either at CA/CS practicing firm or manufacturing company or Banking Company or Insurance Company or Mutual fund or Dealers and distributors who are covered under tax audit.

Candidate has to get following documents from training provider:

1. Certificate of completion of industrial internship with satisfactory comment on original letter head of internship provider.
2. Photo copy of attendance register duly attested by internship provider.

Candidate has to prepare

1. Project report: A report of industrial internship has to be submitted to the office before 30th May. Whatever he or she learnt during training period has to be written in his own language. Date wise daily activity performed by the candidate at the office of training provider has to be included in annexure.
2. PPT presentation on internship

The evaluation of project report and Viva-voce shall be conducted after completion of 6th Semester end examination by a board consisting external examiner either from industry or academic institution, Professor Convener of B. Voc. (ATA) Programme and internal examiner. External examiner shall be appointed by the university. If convener is not professor then senior professor from department of Accountancy and Business statistics shall be member of board.