

**SARDAR PATEL UNIVERSITY**  
**(Under Choice Based Credit System)**  
**NEP Syllabus for BVOC (Banking & Financial Services) Semester: III**  
**(With Effect from: June – 2024-25)**

Course Type	Course Code	Name of Course	T/P	Credit	Exam Duration in Hours	Components of Marks		
						Internal	External	Total
<b>Major (Core)</b>	UB03MABVB01	Back Office Associate - Financial Services (QP)	T	4	2:30	-	100	100
	UB03MABVB02	Human Resource Management – I	T	4	2:30	50	50	100
<b>Minor</b>	UB03MIBVB01	Banking and Financial Service – III	T	4	2:30	50	50	100
<b>Multi / Inter Disciplinary</b>	UB03MDBVB01	Business mathematics & Statistics	T	4	2:30	50	50	100
<b>Ability- Enhancement Compulsory Course</b>	UB03EBVB01	Soft Skills for Business - I	T	2	1:30	25	25	50
<b>Skills Enhancement Course / Internship (Any One)</b>	UB03SEBVB01	Corporate Communication - I	T	2	1:30	25	25	50
	UB03SEBVB02	Environmental Impact & Risk Assessment- I	T	2	1:30	25	25	50
	UB03SEBVB03	Office Management - I	T	2	1:30	25	25	50
<b>Value Added Course</b>	UB03VABVB01	On the Job training project	T	2	1:30	-	50	50