

**B.Com - CORPORATE SECRETARY SHIP
I Year**

Paper	Subjects	Duration (in hours)	Maximum Marks	Passing Minimum Marks
	Foundation Courses			
I	Part – I - Language – Paper - I	3	100	40
II	Part – II - English– Paper - I	3	100	40
	Core Course - Main Subjects	3	100	40
1	Paper-I – Financial Accounting - 1	3	100	40
2	Paper-II- Business Management			
	Core Course – Allied Subject – I	3	100	40
	Office Management and Business Communication			

II Year

Paper	Subjects	Duration (in hours)	Maximum Marks	Passing Minimum Marks
	Foundation Courses			
3	Part – I - Language – Paper - II	3	100	40
4	Part – II - English– Paper - II	3	100	40
5	Core Course – Main Subjects	3	100	40
6	Paper – III – Company Law and Secretarial Practice	3	100	40
	Paper – IV – Corporate Accounting			
	Core Course – Allied Subject – II	3	100	40
	Statistics			

III Year

Paper	Subjects	Duration (in hours)	Maximum Marks	Passing Minimum Marks
	Core Course – Main Subject			
7	Paper –V – Cost and Management Accounting	3	100	40
8	Paper – VI –Commercial and Industrial Law	3	100	40
9	Paper – VII –Income Tax	3	100	40
10	Paper – VIII – Banking Theory, Law and Practice	3	100	40
11	Application Oriented Subject	3	100	40
	Research Methodology			