

“
become
a better you



BBA
Bachelor of Business
Administration



**Nepal College of
Management**
Affiliated to Kathmandu University

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BHM
Bachelor in Hospitality
Management

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"Striving for
EXCELLENCE"



“Message from the Dean”

Nepal is currently undergoing a phase of massive changes politically, socially, culturally and economically. With promulgation of new constitutions, the political structure in Nepal changed from unitary to federal states with implications on our governance practices, economic system, social mores, and leadership styles. While these changes have brought with them many opportunities, they have also posed numerous challenges for us. How do we manage these changes? Are we matured enough to handle these changes? Do we have adequate financial resources? Do we have competent manpower for this? Does our mindset allow us to go ahead to face and overcome these challenges? Do we have capable managers who can handle and manage these changes? Amidst these challenges we have optimism and vigor of people.

There is sign of political stability. Leaders have expressed their commitment towards zero tolerance to corruption. What we need today are a clean and strong government, good governance, law and order, zero tolerance to corruption and good education. It is undisputable that a country's long-term growth depends on the quality of its education.

It is apparent that in the changed context we also need to review and change our education system so that it prepares manpower that is needed by the nation. Since its inception Kathmandu University School of Management has always strived to produce manpower with leadership qualities and managerial knowledge and skills needed by the nation. As a pioneering management school, it was first to start MBA, BBA, BBIS programs in Nepal. Its graduates work for different organizations in different industries such as banks, manufacturing industries, airiness, information technology, retail and marketing, telecommunication. In recent years it has also initiated programs like rural enterprise services, social experience projects etc. to provide its students exposure to rural environments and realities at the grass root levels.

Undergraduate programs (BBA, BBIS and BHTM) at Kathmandu University are designed to prepare professional who are confident, knowledgeable, well-trained and skillful in performing their jobs in organizations they work for. We believe that you as our student will always cherish the years you spend in Kathmandu University and its affiliated colleges. Wishing you all a bright future.

Prof. Bijay KC, Ph.D.
Dean

Kathmandu University School of Management



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Message from the
Chairman
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Nepal College of Management is promoted and run by Gurukul Education Foundation, a not-for-profit educational trust, in affiliation with world class Kathmandu University. The college sincerely endeavors to provide educational experience that goes beyond the classroom and has a comprehensive and lifelong impact upon the students. The graduates of Nepal College of Management are not only very well prepared to pursue further studies in a reputed university worldwide but are also recruited for placement by the leading business organizations within Nepal and abroad.

Fully committed to enhance academic excellence and opportunity, NCM engages students from diverse backgrounds in a student centric learning environment, uniquely suited to produce successful managers capable of facing the challenges of the 21st century of globalization while being grounded in ethical leadership and social responsibility.

The NCM faculty is drawn from a wide spectrum of scholarship, experience and dedication, which are genuinely committed to helping the students succeed in every aspect of their lives. The college is committed to enhance student's access to quality, relevant, accurate, cost-effective and internationally recognized education. With enhanced refinement in course delivery, adequate physical infrastructure and strong corporate relationships with reputed organizations and institutes over the years, NCM stands out distinctly coveted in the league of the best business schools of Nepal.

Prospective students, Welcome to Nepal College of Management where you will find inspiring people, challenging academic programs & supportive faculty and staff. It gives me immense pleasure to invite you & your parents to experience our facilities first hand and learn more about us.

Narayan Sharma Gajurel



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Message from the
Principal
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Dear Parents/Guardians and Students.

Welcome to Nepal College of Management (NCM), Lalitpur, Nepal.

NCM got off to an auspicious start in the year 1999 with an objective to cater for the needs of students in a world of thriving hopes and aspirations. NCM has established itself as one of the leading management schools in Nepal. With the affiliation of Kathmandu University, NCM is committed to provide quality education to the students considering the importance of both theoretical and practical knowledge. At NCM along with the curricular activities, we also encourage the students for extracurricular activities so that they can develop themselves as true professionals.

Lastly, I feel very happy to pledge you that from this academic year, NCM will work harder than vigor. With the full assurance of our sincerity and determination, I thank all our well-wishers, guardians, parents, students and staff for their continued support and concern.

Prof. Sushil Bhakta Mathema, Ph.D.

Introduction

Nepal College of Management, promoted by Gurukul Education Foundation and affiliated to Kathmandu University, was established in August 1999, with the goal of imparting excellent learning in business education. Located in an outskirt (Dhobighat, Lalitpur), the peaceful atmosphere enfolding the college creates pious atmosphere for learning. As the College is run by a trust, NCM believes that education should be imparted with a social conviction and not as a process of obtaining vested motive in violation of academic and social responsibility.

Since its year of establishment till date, NCM has been 'striving to excellence' by making efforts in meeting the education standards and expectations in response to the modern needs and requirements. The college provides cutting edge education and allows the students to excavate their academic horizon. Further, it has expert and skilled faculties who is there to help channelize the creativity of the students and nurture their endeavor.

NCM gives its full effort to shape and polish every aspect of a student to help them stand out in a globalized, competitive world. NCM has been committed to, and has attained continued success in contributing to the development of business education in general and the students' academic and professional goals, in particular.

The young minds of diverse background, irrespective of their differences, work collectively for the pursuit of becoming a leader who will further shape and continue the vision and goal of the organization. NCM offers you a family atmosphere where you experience love, warmth, friendliness and care. All the faculties and the staff are always ready to offer their generous help as the college believes in educating the students in a friendlier and relaxed environment.

The college has modern infrastructure conducive for learning and other research activities. We take care not to burden our students only with studies. Extra-curricular activities are conducted time and again to energize their spirits. Finally, the college has different amenities to cater to the needs of students like canteen, library, hall, outdoor and indoor sports facilities, campus security, electricity back up and many more.

The atmosphere, infrastructures and the pedagogies in NCM are designed in such an innovative way that by the time a student completes graduation, he/she will not only emerge as a good product but also a good human being. The college undoubtedly leaves an inerasable footprint in lives of all the students.



OUR VISION

The vision of Nepal College of Management is to set the standard as a signature college in the field of BBA and BHM by developing human excellence and inculcating leadership through dedication, hard work and creativity.

OUR MISSION

The mission of Nepal College of Management is to help the young minds shape their dreams by channelizing their potential and giving it a right direction. NCM instills genuine and enduring love for learning management abilities and professional versatility required in today's globalized, competitive market.

OUR GOAL

NCM objective is to establish itself as a distinguished educational center renowned for its academic excellence by making learning more effective, purposeful and productive.

NCM's LIFE BEYOND THE STUDIES



NCM unfolds boundless opportunities for catalyzing the talent, ability, and efforts of the students so that foundations are built for the crystallization of the students' academic visions and career objectives in a most conducive environment.

To make education socially meaningful and personally enriching, life at NCM spreads beyond the frontiers of classrooms. NCM fosters an enabling environment for the seeds of enterprise, initiative, drive, skills, and responsibility of the students sprout and bloom. Students take advantage of the many extra- and co-curricular activities offered in plenty, broadening their horizons, enriching their experiences, fostering their sense of accountability, and evolving them into professionals who respect, and respond to, the cause for enhanced social responsibility with full competence and credibility. You will find diverse student activities under the students' council including a wide range of sports, a host of volunteer opportunities, frequent inter-college arrangements focusing on common activities, cooperation, and coordination, and cultural activities reflecting an ideal social institution. The social orientation is essentially ingrained in the NCM life as the College is an offspring of a social Trust.

At NCM, you are part of the larger NCM profile and trust where the College, business and social leaders, accomplished professionals, institutions representing diverse business, financial, and economic fields as well as the community constantly interact meaningfully, benefitting the stakeholders in an ideal academic and social setting of mutual trust and harmony.



BBA BACHELOR OF BUSINESS ADMINISTRATION

The course provides students with a general overview in business administration and is well suited to those seeking to attain professional expertise in the general management area. The program focuses on preparing managers for their challenging role in a global environment for management role in a public or private organization. The program looks forward to cater the needs of business professionals in the next 20 years. It focuses on providing leadership within their organizations and the business community more broadly.

BBA CURRICULAR STRUCTURE

Total credit hours: 120

The curriculum of the BBA Program has been meticulously designed based on the wisdom of the past with an eye for the future. This program aims to prepare graduates who will possess a set of skills, attributes, and values that will equip them to become constructive and contributing leaders in an increasingly globalized and complex environment. It is an intensive program extending over a period of four years, consisting of eight semesters and comprising 120 credit hours, as follows.

FIRST SEMESTER	CREDIT	FIFTH SEMESTER	CREDIT
English I	3	Quantitative Techniques	3
Mathematics I	3	Managerial Finance – II	3
Microeconomics	3	Organizational Behaviour	3
Financial Accounting – I	3	Logic	3
Managerial Communication	3	Marketing	3
Total	15	Total	15
SECOND SEMESTER	CREDIT	SIXTH SEMESTER	CREDIT
English – II	3	Management Information Systems	3
Mathematics II	3	Operations Management	3
Microeconomics	3	Human Resource Management	3
Financial Accounting – II	3	International Business	3
Business Management	3	Entrepreneurship & NBF	3
Total	15	Total	15
THIRD SEMESTER	CREDIT	SEVENTH SEMESTER	CREDIT
Information System Technology	3	Strategic Management	3
Statistics – I	3	Concentration I [Marketing/HR/Finance Area]	3
Psychology	3	Concentration II [Marketing/HR/Finance Area]	3
Sociology	3	Elective I	3
Managerial Accounting	3	Elective II	3
Total	15	Total	15
FOURTH SEMESTER	CREDIT	EIGHT SEMESTER	CREDIT
Business Law	3	Concentration III [Marketing/HR/Finance Area]	3
Statistics – II	3	Concentration IV [Marketing/HR/Finance Area]	3
Economic Development	3	Elective III	3
Political Science	3	Elective IV	3
Managerial Finance – I	3	Business Research	3
Total	15	Total	15

* Internship non credit course.

BHM

BACHELOR IN HOSPITALITY MANAGEMENT



The Bachelor in Hospitality Management program is a combination of general business management skills and specialized knowledge which prepares students for a successful career within the hospitality and tourism industry. The curriculum is designed in a way that equips the students with a substantial grounding in professional knowledge.

The theoretical knowledge integrated with the practical sessions enable the students to hone their communication, management and leadership skills. Besides, it also helps them to polish their hotel management skills and culinary genius.

Further, BHM graduates are also eligible for the MBA program of any university to pursue their career ahead.

ENROLLMENT PROCEDURES

Candidates must apply in the application form prescribed by the college with the following enclosures:

- KUUMAT passed certificate
- Transfer and Character Certificates issued by the School, Institution or College previously attended.
- Transcripts of School Leaving Certificate and Higher Secondary Examination
- Citizenship Certificate
- Two colored recent passport sized photographs
- Certificates (if any) of merits and achievements

SELECTION

Selection of the candidate is based on:

- Merit of academic attainment up to the 10+2 of schooling
- Scores on Interview and Group Discussion conducted by the College
- Please note that during the final interview, candidates have to be accompanied by their parents or guardians.

APPLICATION PROCEDURES

Eligibility

BBA and BHM are open to Nepalese & non-Nepalese nationals:

1. Who have completed a 10+2 or intermediate or equivalent level study program of at least two years' duration in any discipline with minimum of 50 percent in aggregate or CGPA of 2 on the scale of 4 from universities / boards recognized by Kathmandu University; or, A-level degree, at least two years of study after ten years of schooling, taking three advanced level courses with minimum 50 percent scores in aggregate and also an English paper which will not be counted in calculating score.
2. Who have passed Kathmandu University Undergraduate Management Admission Test (KUUMAT) conducted by KUSOM in the current year. KUUMAT is designed as an eligibility test for admission into KU's undergraduate management programs like the BBA and BHM and is a compulsory requirement for applying for admission.

Note: Applicants who have completed the qualifying educational level but are awaiting the final results may apply on a provisional basis, provided they have already taken the final annual examinations of the program and passed all previous year papers as well as the KUUMAT.

SCHOLARSHIP & AWARDS

As a part of its socio-moral responsibility, Gurukul Education Foundation has initiated various scholarship schemes for the deserving candidates. In this respect, Nepal College of Management offers scholarships upto Nrs.5 million every year.

1. Kathmandu University Scholarship:

100% full KU scholarship is provided each year to deserving candidates. Screening and selection of candidates are done by the Dean's office at School of Management, Kathmandu University. Major basis for this award is financial background of the candidate and continuation of this scholarship is subject to continuous academic excellence of the candidates.

2. Merit Based Scholarship:

NCM has formulated a Merit Based Scholarship Scheme under which candidates with sound academic performance are offered partial waivers in monthly tuition fee for subsequent semester. There is no quota or seats limitation in this quota of scholarship. Currently, more than 250 students are benefited from this scholarship. Criteria for this category of scholarship are as follows;

GPA Waiver in	Fee waiver per semester (1st instalment out of 2 instalment)
3.50 to 3.74	20 percent
3.75 to 3.90	50 percent
3.91 to 3.99	75 percent
4.00	100 percent

3. Kshetra Pratap Adhikary Scholarship:

In the memory of founder chairman Late Kshetra Pratap Adhikary, NCM offers a student 100% scholarship on need basis, academic achievement, contribution to college/ society/country etc.

4. Need Based Scholarship:

Few students who have financial need are awarded with scholarship after detailed assessment by the board of trustees.



“It's been almost a year since I've joined NCM, and today I can confidently say that choosing to study in this college was one of the best decisions of my life.”

NCM allowed me to discover my passion and orientation. And with a little hard work, optimism and support from the NCM family, I will certainly advance in my life. I've achieved the confidence as an NCMite and I know that NCM will always hold my hand while I explore new possibilities in life.”

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BANDANA BHATTARAI
MISS FRESHER 2019

INTERNSHIP

As an essential requirement of the BBA and BHM programs, students are required to undertake internship while pursuing their degrees. The internship in the BBA program is a non-credit course. The primary objective of the internship is to provide the students with a real-life, on-the-job, exposure to work situation. The internship provides the students with an opportunity to apply the knowledge and skills acquired in the classroom to the actual business situations. The internship is conducted under the joint supervision of the College faculty member and the concerned official from the organization in which the student is carrying out the internship.



SOME OF THE COMPANIES WHERE OUR STUDENTS HAVE DONE THEIR INTERNSHIP:

BBA

Nepal Rastra Bank
Kantipur Television
Ncell
Morang Auto Works Enterprises
Cloud Factory
Gorkha Brewery
Rastriya Banijya Bank
Care Nepal
Sipradi Trading
Buddha Air
Helpage International Nepal
Beema Samitee

Yamaha Nepal
Global IME Bank
Bank of Kathmandu
Laxmi Bank
Biruwa Advisors
Himalayan Bank
Mega Bank
NIC Asia Bank
Nabil Bank
Evolving Minds
CG Motocorp
HLE Nepal

BHM

Ritz Karlton, Dubai
J.W. Marriott Hotel, Dubai
Hilton Sanya Yalong Bay Resort & Spa, Sanya, China
Raddisson Hotel, Kathmandu, Nepal
Hyatt Regency, Kathmandu, Nepal
Gokarna Forest Resort, Kathmandu, Nepal
Singapore Airlines
Ace Travels, Kathmandu, Nepal
Amaltari Tharu Village Homestay, Nawalparasi, Nepal
Soaltee Crowne Plaza, Kathmandu, Nepal
Hotel Annapurna, Kathmandu, Nepal

BUSINESS RESEARCH

During the 8th semester of the BBA program, all the students are required to undertake a detail business research and submit a report which will be of a total of 3 credit hours. The research offers participants an opportunity to use scientific research as a tool for analyzing and solving business problems, thereby enriching their management knowledge and competence developed during the earlier semesters in the study program.

FACILITIES

CLASSROOM

Bright, spacious and well furnished: the classrooms are equipped with audio visual teaching aids like overhead and multimedia projectors.



COMPUTER LAB

To help students get updated with the modern technological and computing skills, NCM has a modern computer laboratory consisting of adequate number of computers. Students are free to access Wi-Fi internet in the college premises.



NCM has a rich library which consists of a wide collection of books, magazines, journals, manuals, periodicals, publication and other reading materials. It is designed in such a way that the students can sit quietly, enrich their mind and nourish their soul. The library works on the automated electronic system which benefits the students in accessing and reading the books and materials they need.



CANTEEN

Students can enjoy nutritious and hygienic snacks, meals and beverages at cost friendly rates.

RESTAURANT, BAR, KITCHEN & BAKERY

We have separate physical infrastructure for BHM students. This block is equipped with all the facilities as, basic and advanced kitchens, bakery, reception, coffee lounge, bar, restaurant and a mock room required for hospitality practicals.



STUDENT'S COUNCIL

NCM students Council is an elected body of students and in collaboration with the college promotes overall development of the students. This is done through various co-curricular activities for the development of their intellectual, physical, social, entrepreneurial, cultural and leadership experiences and abilities. Through the Students Council various clubs: sports, social, entertainment, intellectual and volunteer, the significant students manage annual events such as: NCM Carnival, Sports Week and Quality Circle Symposium, walkathon/marathon etc.



Students involvement in social activities
Cherished moments



TESTIMONIALS

I was always ardent of having a BBA degree especially from one of the affiliated colleges of Kathmandu University. And I am so fortunate that I made my decision by opting for Nepal College of Management to pursue BBA.

I loved studying at NCM because of the way that the lecturers and the students work together. The lecturers are always available to have meetings one-on-one, and they make sure that we understand everything we need to know to explore the opportunities in our career path. So its my immense pleasure to be part of NCM and its alumni.

Upen Pandey

Tax Officer
Inland Revenue Department, Ministry of Finance

NCM, for me wasn't just a station for gaining academic knowledge. I got to experience all round development within me.

Value of team work, networking, organizing events, handling pressure are skills that I learn at NCM and am still practicing it till date.

Arvinda Karki

Operation Officer
Nabil Bank

My four years journey at NCM has been excellent and a memory to cherish for a lifetime. NCM offers unique combination of learning & self evelopment, amusement, and integration of enduring principles.

For me, life at NCM has been breathtaking and enriching. The environment not only helped me in imbibing knowledge but also in developing my overall personality, fueling confidence in me. Apart from all the academic xcellence NCM also provides job opportunities for its graduated students as teaching assistants and academic assistants.

Talking about my experience, immediately after my final year I was given a job opportunity and hired as a teaching assistant of the subject Statistics. And now I am a fresh MBA student at Kathmandu University School of Management (KUSOM).

Deepashree Mishra

Teaching Assistant-Statistics
Nepal College of Management

Being 2nd Batch of Bachelors in Hospitality and Tourism Management (BHTM) Program was a tough choice as the program was new and challenging. The years spent here was full of learning opportunities. The International exposure of the training period made me a better person to face the challenges of the Hospitality and Tourism world.

I would like to thank faculty members for putting in all the efforts to groom me and provide a platform to enhance my skills. My four years at NCM was exceptional, it added value in my life and a memory to cherish for a lifetime.

Sabrina Shrestha

Operation Manager
Pabitra Travels & Tours PVT. LTD.



REGULAR VISITING FACULTY

Mr. Akshar Nepal
[Marketing, M.B.A.; M.Phil Scholar]
Entrepreneurship and NBF

Mr. Angel Sharma
[Strategic Management, Ph.D. Scholar (University of New South Wales)]
Research Methodology

Anil Bhattarai, Ph.D.
Risk Management and Insurance

Mr. Arahath Sundar Tuladhar
[General Management, M.B.A. (Queensland University)]
Business Management

Associate. Prof. Bijendra Shakya
[Economics, M.A.]
International Business

Associate. Prof. Raghu Bir Bista, Ph.D.
Economic Development

Mr. Bhusan Adhikari
[Project Management, M.B.A. (KU); BE in Electronics]
Project Management

Mr. Birat Shrestha
[Strategic Marketing Management, M.B.A. (KU)]
Advertising

Mr. Devendra Karanjit
[Statistics, M.Sc, Under Secretary, C.B.S.]
Statistitcs

Mr. Dipak Thapa
[International Badminton Umpire]
Event Management

Mr. Gyanendra Adhikari
[Economics, M.A.; M.Phil Scholar]
Macroeconomics

Ms. Indira Silwal, Advocate
Business Law

Mr. Jiten Shrestha
[Finance, M.B.A.; Econometrics]
Operation Management

Mr. John Koirala
[Enterprise Management and Decision Support System, Ph.D. Scholar]
Research Methodology

Mr. Kaniska Shakya
[Marketing, M.B.A.]
Marketing Mgmt, Consumer Behavior

Mr. Keshav Gyawali
[Marketing, M.Phil (KU); BE in Electronics]
M.I.S. / I.S.T.

Mr. Krishna Bahadur Manandhar, Former Acting Governor
Commercial Bank Management

Mr. Krishna Prasad Rai
Food Science, Nutrition and Sanitation

Mr. Milan Joshi
[Project Management, M.B.A. (KU)]
Project Management

Mr. Prachanda Man Shrestha
[Former Joint Secretary, Nepal Tourism Board]

Prof. Ramesh Kunwar, Ph.D.
Cultural Tourism

Prof. Rita Shrestha, Ph.D.
Basic Psychology

Mr. Rabindra Hyaunmika
[Tourism Management, M.T.M.]
Travel Geography

Mr. Rajiv Niroula
[English, M.A.]
English

Mr. Raju Kumar Rai
[General Management, M.Phil; Ph.D. Scholar]
Research Methodology

Mr. Rojesh Basnet
[Marketing, M.Phil (KU)]
Service Marketing

Mr. Sashank Shrestha
F&B Service Management III /
Security and Loss Prevention Management

Mr. Shiva Raj Panta
[Sociology & English, M.A.; Ph.D. Scholar]
Basic Sociology and Culture

Mr. Shuvam Paudel
Airlines Operation and Management

Mr. Sushant Karki
[Marketing, M.B.A. (KU); BE in Electronics]
Supply Chain Management

Prof. Sushil Bhakta Mathema, Ph.D.
Principal;
General Management

Mr. Prem Prasad Silwal
[Finance, M.Phil.]
Associate Principal;
Managerial Finance

Mr. Phadindra Kumar Paudel
[Accounting, M.B.S.]
BBA Coordinator;
Financial Accounting / Management Accounting

Mr. Aakash Lama
[M.H.M.]
BHM Coordinator;
F&B Service Operation I /
F&B Service Management II

Mr. Ramesh Raj Ghimire
[General Management, M.B.S.]
Faculty Member;
HRM/OB

Ms. Sulochana Nepal
[English, M.A.; M.Phil Scholar]
Faculty Member;
English / Business Communication

Mr. Bipin Poudel
[Statistics, M.Sc.]
Faculty Member;
Statistics / Mathematics

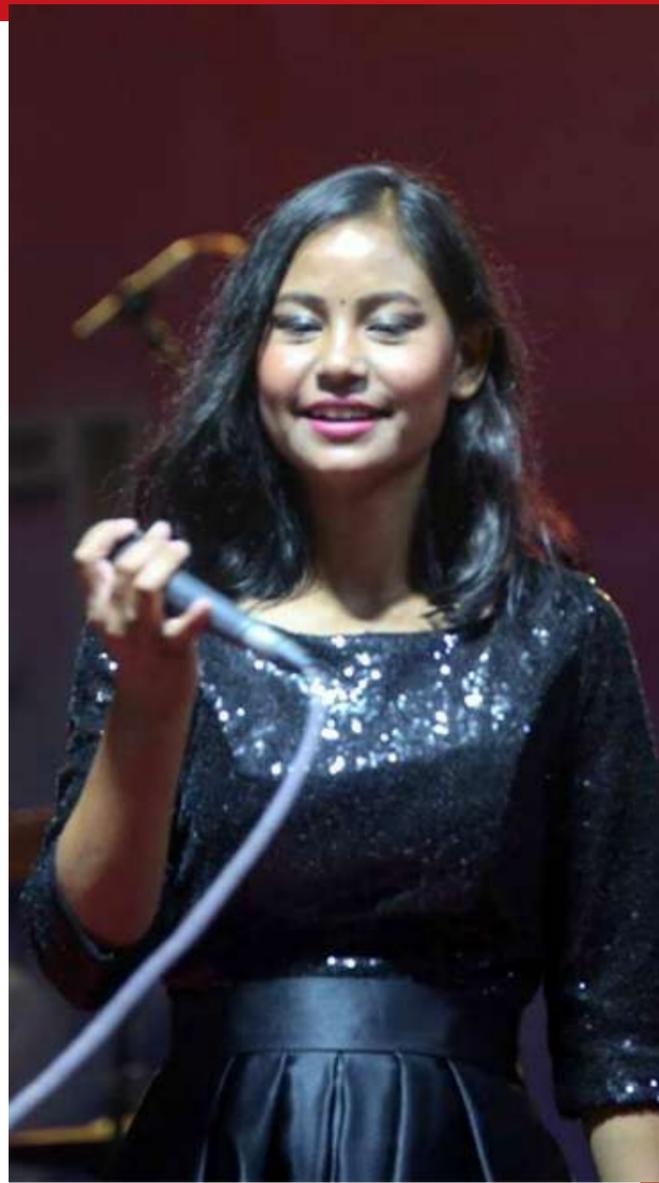
Prof. Shree Krishna Shrestha, Ph.D.
[General Management & Public Administration]
Academic Advisor

Prof. Mukunda Prasad Gajurel, Ph.D.
[Mathematics & Statistics]
Treasurer & Academic Advisor

FULLTIME FACULTY

ACADEMIC ADVISORS

STUDENT'S PROFILE



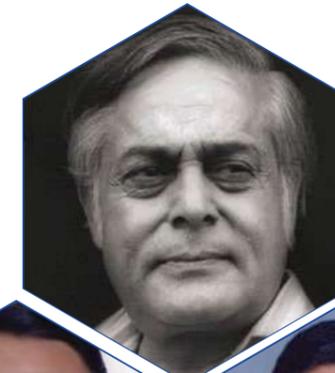
I joined NCM for 4 years under graduate BBA Program. And so far the journey has been quite interesting and exciting. It allowed me to improve myself by developing my confidence, persistence and hard work. The academic part helped me to boost my confidence, be much more responsible and passionate for what I actually want in my life.

Similarly, the several programs conducted in NCM helped me to showcase my talent. I have always been fond of singing. I got a chance to participate in 'LA cultural fest' where I became the winner in singing. I felt very proud that day because I was representing Nepal College of Management and I made my college win.

The entire NCM fraternity has always guided and supported me open mindedly and I believe that this will continue till I pass my BBA and even after that. Being a part of NCM I am very delighted for the appreciation that I get from the NCM family including all the faculties, my seniors and juniors.

Pragya Shree Bishwakarma

GOVERNING BOARD OF TRUSTEES



Late Kshetra Pratap Adhikary
Founder Chairperson



Mr. Narayan S. Gajurel
Chairperson



Er. Mukunda Prasad Dabadi
Vice Chairperson



Mrs. Bharati Nepal
Member Secretary



Dr. Mukunda Prasad Gajurel
Treasurer



Mr. Hari B. Nepal
Member



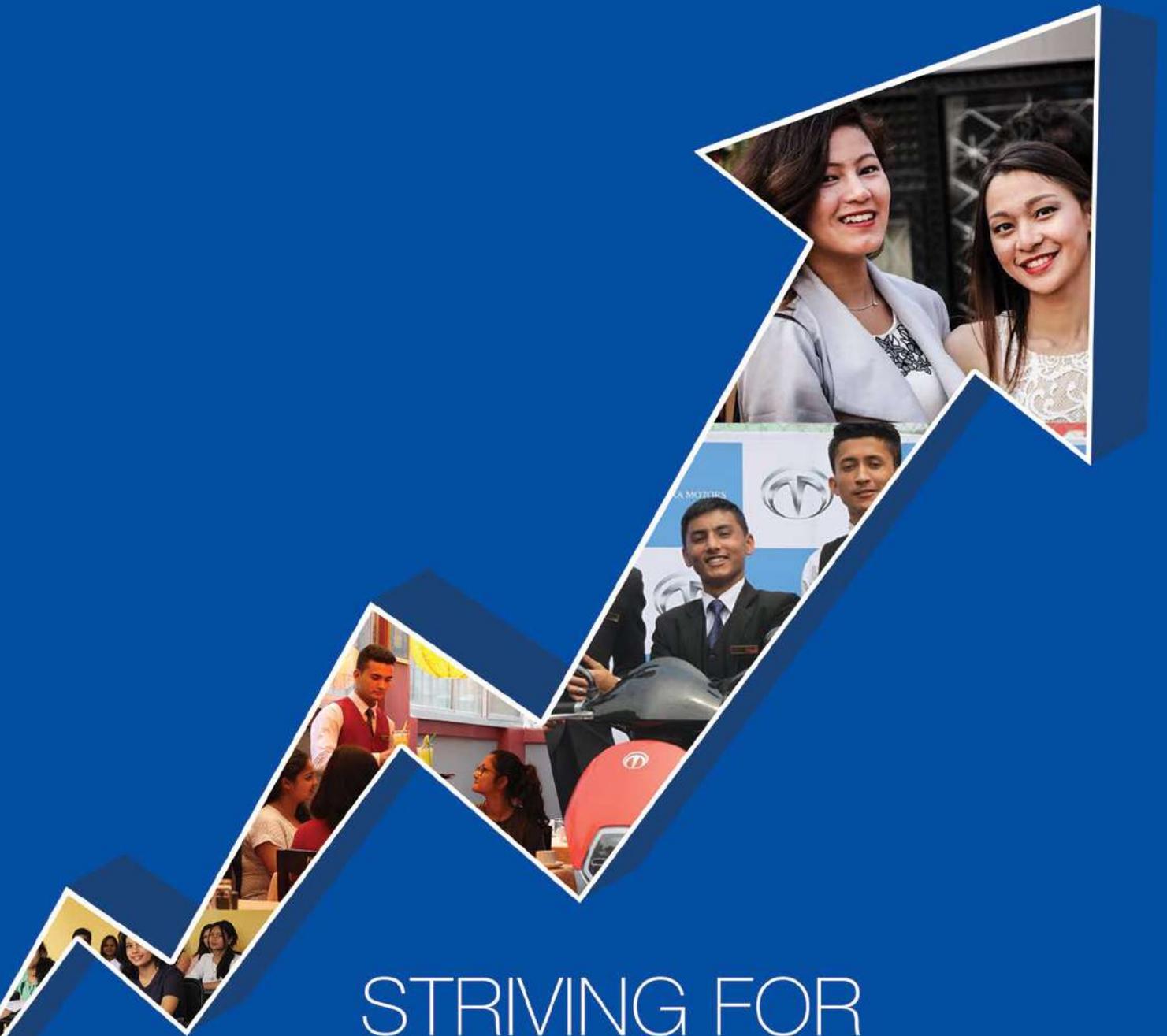
Mrs. Sushila Dahal
Member



Arch't Binod Dabadi
Member

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STRIVING FOR
EXCELLENCE



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