

Commitment to Excellence

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Tribhuvan University Affiliated

BBS | MBS

Bachelor of Business Studies

Master of Business Studies



**KIST College of
Management**

New Frontiers

KIST is a modern institution ready to meet the challenges of 21st century education. Its professional team of educators is committed to excellence in teaching-learning and academic performance. We have set new standards so that our students can change themselves and shape their future better. This is what we strive to do and what we want to be.

Introduction

Established in 1995, KIST – Kathmandu Institute of Science & Technology – has a 25-year-long history. KIST runs Bachelor's programmes (BBS, BIM, BBA, & BSc Microbiology) and Master's programmes (MBS & MSc Microbiology) along with +2 Science & Management.

An educational pioneer in Nepal, KIST has been providing qualitative education. Our qualified and experienced faculty members are dedicated to the delivery of high-quality teaching. We have an academically competitive environment that brings out the best among students.

The College also offers wide-ranging co-curricular and extracurricular activities. The institution has special clubs that serve the interests of students. We also encourage our youngsters to serve society through useful action.

KIST has its own buildings with sufficient amenities boosting academic effectiveness. These buildings are well engineered and safe. The College campus is spacious enough for sports and other purposes.





Welcome!

Dear All,

It gives me immense pleasure to welcome you to KIST and its first-rate programmes. We are happy to inform you that we run Bachelor's programmes – BBS, BIM, BBA & BSc along with Master's programmes – MBS & MSc, all affiliated to Tribhuvan University (TU), as well as a Bachelor's programme – BIT, affiliated to Purbanchal University.

Choosing where to continue your education after your secondary & tertiary education is a major life-changing decision. As Principal, I strongly believe that KIST will be a choice you will cherish if you are determined to achieve much during your higher studies.

The College provides a rich teaching-learning environment where our faculty focuses on course content taking every opportunity to instill knowledge and understanding of key concepts alongside practical knowledge. Teachers provide individualized instruction to develop students' professional skills and empower them to be innovative and to solve problems. All this enables KIST students to excel academically & professionally.

We plan to transform our students into confident learners with a passion for lifelong learning, career advancement, and personal growth.

We are certain that our esteemed graduates would leave the College accomplished in academic & job-related skills and equipped to play a leading role in whichever walk of life they choose as dynamic global citizens & institutional leaders.

Exciting times are definitely ahead of us! And I hope you too choose to be part of our continuing success . . .

Best regards,

Dr Dambar Singh Air
Principal



BBS

Bachelor of Business Studies

Bachelor of Business Studies (BBS) incorporates management concepts & reality-based skills integrating them with the latest changes in the business environment. The programme concentrates on specialized areas such as accounting, finance, human resource management, or marketing. It also builds a foundation in allied areas such as language, economics, statistics, and law that help students to understand management practices & market needs. Because of the entrepreneurial skills & functional expertise nurtured, graduates eventually become effective agents of change in society.

Key Learning Outcomes

- Get conceptual knowledge and nurture adaptive business and generic skills to meet the needs of a fast-changing globalized market
- Acquire essential knowledge and skills or attitudes in relation to business, industry, and governance so as to promote professionalism
- Gain insight and understanding of business & administration to develop a general perspective for holistic management
- Develop required attitudes, abilities and practical skills vital for becoming competent, responsible business managers
- Encourage entrepreneurial capabilities in order to produce effective agents of change in Nepalese society and generate employment

Career Prospects

The BBS develops students into competent managers for any sector of organized activity. The programme is based on the principles that graduates will spend a major portion of their life in a constantly changing environment. Therefore the student should have an opportunity to obtain a broad knowledge of the concepts and reality-based skills underlying the operation and management of organizations.

A popular degree, the BBS is considered as a course with good job prospects. The degree strengthens students' fundamentals for higher studies and provides the knowledge to work in the commerce field and also in areas related to corporate affairs such as PR, HR, or marketing.

Importantly, the degree offers opportunities for specialization and encourages entrepreneurial development. There are chances for diverse careers.

Careers by Area

Banking & Insurance

Entry-level positions in banks, finance, and insurance companies

Manufacturing & Service Industries

Marketing, finance, operations & human resources managers

Entrepreneurship

Self-entrepreneurship with the acquired enthusiasm and learning

Government, NGOs & INGOs

Administrative positions in various capacities in different organizations

Stock Market

Brokers, investors, or portfolio managers

Sales & Marketing

Advertisement or sales managers & management trainees

Accounting

Finance managers, accountants & auditors

Human Resources

Jobs related to hiring, placements, and performance evaluation & appraisals



Dear Students

We warmly welcome you to KIST College of Management, Kamalpokhari, Kathmandu!

BBS graduates develop leadership qualities to become effective managers in today's complicated, interdisciplinary knowledge economy. In particular, our course develops students into ethical professionals, who are effective team leaders, with deep knowledge of their subject matter and career requirements. They learn to establish key projects within deadlines in a global business climate that insists upon accuracy and speed.

Best regards,

Chintamani Rijal

Assistant Coordinator BBS



BBS

Course Structure

Second Year

Compulsory and Core Course

Course Code	Subject	Marks
MGT 205	Business Communication	100
MGT 209	Macroeconomics for Business	100
MGT 212	Cost and Management Accounting	100
MGT 215	Fundamentals of Financial Management	100
MGT 223	Organizational Behavior & Human Resource Management	100

Third Year

Compulsory and Core Course

Course Code	Subject	Marks
MGT 204	Business Law	100
MGT 215	Fundamentals of Financial Management	100
MGT 217	Business Environment and Strategy	100
MGT 218	Taxation and Auditing	100
MGT 219	Organizational Behavior	100

First Year

Compulsory and Core Course

Course Code	Subject	Marks
MGT 201	Business English	100
MGT 202	Business Statistics	100
MGT 207	Microeconomics for Business	100
MGT 211	Financial Accounting and Analysis	100
MGT 213	Principles of Management	100

Fourth Year

Compulsory and Core Course

Course Code	Subject	Marks
MGT 220	Entrepreneurship and Enterprise Development	100
MGT 221	Business Research Methods	50
MGT 401	Final Project	50

Concentration A (Marketing)

MKT 250	Fundamentals of Selling	100
MKT 253	Fundamentals of Advertising	100
MKT 254	Fundamentals of Services Marketing	100

Concentration B (Finance)

FIN 252	Fundamentals of Financial Institution and Markets	100
FIN 253	Fundamentals of Investment	100
FIN 250	Fundamentals of Corporate Finance	100

BBS

at KIST

An Extra Edge

KIST provides a broad array of non-credit inputs for its students throughout the years. These non-credit inputs supplement the regular classes as they meet the diverse learning needs of students and improve their employability. Moreover, these additional inputs build technical competencies, problem solving abilities, and managerial skills.



First Year

- Personality Development & Soft Skills Training (2-days)
- Guest Lecture (General Management)
- Industrial Field Visit
- Student Presentations (POM)



Second Year

- Accounting Training (10-days)
- Student Presentations (HRM)
- Guest Lecture (Human Resource Management)
- Industrial Field Visit



Third Year

- Guest Lecture (Business Law)
- District Court Visit
- Student Presentations (Business Law)
- CV Writing & Interview Skills Training (2-days)



Fourth Year

- Guest Lecture (Entrepreneurship)
- Field Visit (Emerging Nepalese Industry)
- Workshop (Project Work & Report Writing)
- Banking Training (5-days)

& Internship/Placement Support in Bank, Corporate Office...



Joining KIST is embarking on a remarkable journey of lifelong learning. Ever encouraging purposeful study, the College is geared to lasting academic accomplishment. The real experience here is emphasis on fostering professional knowledge and skills and acquiring career-related education.

Jagina Shrestha
BBS – TU Topper



Well-run, this College provides all the necessary equipment alongside teaching-learning techniques for getting ample theoretical knowledge and relevant practical experience. Its focused, studious environment encourages us to learn effectively. Extremely supportive, KIST Coordinators and Teachers are first-rate professional mentors.

Sandesh Gurung
BBS – 3rd Year



MBS

Master of Business Studies

Master of Business Studies (MBS) is an interdisciplinary admixture comprising accounting, marketing, finance, and general management that helps to meet the market demand for high-level managers in varied organizations, particularly those in functional areas. The programme enables postgraduates to work as competent managers in all business, industry, government and non-government sectors, here or abroad. Deep knowledge of the local or global business & economic environment and the development of entrepreneurial capabilities professionalize our students. They get transformed into agents of effective change in society.

Key Learning Outcomes

- Implant required conceptual knowledge of business & management to enable handling these sectors proficiently in various capacities
- Infuse managerial skills for functional areas of management for proving themselves as efficient managers in different organizations
- Develop knowledge of business environments nationally or globally for fitting into a variety of operational roles in the country or abroad
- Encourage entrepreneurial capabilities for affecting social change and empowering graduates to be self-employed or to become employers
- Develop research capabilities in addition to requisite innovativeness for furthering professionalism and social goals

Career Prospects

Master of Business Studies provides broad and deep knowledge of business and economic sectors alongside a sense of business ethics. It provides fundamentally important professional inputs covering functional areas of management like accounting, financing, marketing, general management, & human resources during an action-packed academic period.

The programme also develops vitally needed entrepreneurial capabilities. After doing MBS, postgraduates can choose to be self-employed as well as create job opportunities themselves for others by setting up and running their own business ventures.

Because of all the professionally valuable features of the MBS, postgraduates have a wide range of career & job opportunities in business, industry, government and non-government sectors.

This ensures that they work as agents of change in whichever society they wish to work or live.

Careers by Area

Government, Public Sector, INGOs or NGOs

Positions in Government Service or Government-related spheres or the Public or Private sectors

Manufacturing & Service Industries

Functional Managers, HR Managers, Management Consultants, or Hospital Managers

Small Businesses

Entrepreneurs running their own business ventures or Self-employed creating useful employment opportunities

Accounting Sector

Assistant Accountants, Accountants, Head Accountants, Finance Managers, Auditors, and Finance Directors

Securities Market

Brokers, Investors, Portfolio Managers, and Market Consultants

Banking & Insurance

Assistants, Functional Managers, Branch Managers, and CEOs

Tourism Industry

Hospitality Managers, Personnel Managers, and HR Managers

Sales & Marketing

Advertisement or Sales Managers and Management Trainees



Dear Students

We warmly welcome you to KIST College of Management, Kamalpokhari, Kathmandu!

MBS is designed to impart both theoretical and practical knowledge in different sectors of business & functional areas of management in order to prepare top professionals who can eventually manage companies or industries successfully. Our course has proved to be outstanding with regard to academic results & human resource development. KIST alumni contribute greatly – nationally & internationally – to their areas of specialization.

Best regards,

Ganesh Bista

Coordinator MBS



MBS

Course Structure

Second Semester

Course Code	Subject	Credits
FIN 510	Financial Management	3 Cr.
MGT 513	Human Resource Management	3 Cr.
MSC 516	Production and Operations Management	3 Cr.
ACC 517	Management Accountancy	3 Cr.
MGT 518	Business Environment	3 Cr.

Third Semester

Course Code	Subject	Credits
ACC 519	Accounting for Financial and Managerial Decision and Control	3 Cr.
MSC 521	Research Methodology	3 Cr.
MGT 522	International Business	3 Cr.
MGT 524	Entrepreneurship	3 Cr.

Finance (Any One)

FIN 687	Financial Derivatives and Market	3 Cr.
FIN 688	Corporate Finance	3 Cr.

Marketing (Any One)

MKT 691	Advertising and Promotion Management	3 Cr.
MKT 692	Rural Marketing	3 Cr.

First Semester

Course Code	Subject	Credits
MKT 511	Marketing Management	3 Cr.
ECO 512	Managerial Economics	3 Cr.
MSC 514	Statistical Methods	3 Cr.
MGT 515	Organizational Behavior	3 Cr.
MGT 519	Managerial Communication	3 Cr.

Fourth Semester

Course Code	Subject	Credits
MGT 523	Strategic Management	3 Cr.

Finance (Any Two)

FIN 685	Financial Markets and Institutions	3 Cr.
FIN 686	International Financial Management	3 Cr.
FIN 689	Investment Management	3 Cr.
FIN 690	Insurance: Theory and Practice	3 Cr.
FIN 691	Commercial Bank Management: Theory and Practice	3 Cr.

Marketing (Any Two)

MKT 685	Consumer Behavior	3 Cr.
MKT 686	International Marketing	3 Cr.
MKT 687	Brand Management	3 Cr.
MKT 688	Sales Management	3 Cr.
MKT 689	Retail Management	3 Cr.
MKT 690	Services Marketing	3 Cr.

MGT 525	Dissertation	6 Cr.
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An Extra Edge

KIST provides a broad array of non-credit inputs for its students throughout the semesters. These non-credit inputs supplement the regular classes as they meet the diverse learning needs of students and improve their employability. Moreover, these additional inputs build technical competencies, problem solving abilities, and managerial skills.



First Semester

- Student Presentations (All Subject)
- Industrial Field Visit
- Guest Lecture (Case Study)



Second Semester

- Student Presentations (All Subject)
- Workshop on Case Analysis
- Guest Lecture (Business Environment)



Third Semester

- Student Presentations (All Subject)
- Training (CV & Official Letter Writing)
- Guest Lecture (National & International Financial Sector)



Fourth Semester

- Guest Lecture (Entrepreneurship Skill Development)
- Workshop on Topic Selection & Dissertation Writing
- Training (Job Interview Simulation)

& Internship, Placement Support, Business Debate...



KIST has highly effective administrators and experienced teachers forever ready to guide students to realize their goals. This preeminent College has a superb learning environment. Because of all that we gain here, it's an honour to be a KISTian!

Muna Dahal

MBS – Third Year



Quality resources positively influence and shape students. The guidance at KIST is immensely useful while its superb environment is just what any wise person would choose! The College exudes a sense of intellectual honesty, and invariably fulfils all its promises.

Gaurab Bhandari

MBS – First Semester

Get the Best Education Here

Our commitment to academic excellence and the personal development of students gives an extra edge to their overall performance.



High-Quality Education Pursuing Academic Excellence

Excellent Faculty

Our dedicated, experienced faculty delivers excellent teaching-learning, supervises academic performance, and guides accordingly.

Effective Methodology

We integrate technology and multiple learning to help students understand and remember better as they acquire critical thinking skills.

Systematic Assignments

Students are given regular homework and vacation assignments co-related to methodical class work for thorough course coverage.

Close Monitoring

Teachers watchfully monitor academic progress and tutors impart both group and personalized instruction of the highest quality.

Continuous Assessment

Academic life here is power-driven by regular class, Term, and Pre-Board tests and examinations enhancing competitive success.

Ample Practicals

The College arranges sufficient practicals under expert supervision to meet syllabi standards and students' hands-on learning needs.

E-Learning

This is truly a twenty-first century college in that it emphasizes online classes and e-technology for keeping its students fully updated.

Regularity & Punctuality

We insist upon regularity of student presence and output while full attendance, a common KIST feature, is suitable rewarded.

Cutting-Edge Facilities

Benefitting from Resources

Library

There's a large updated collection of internationally standardized textbooks, reference or general reading books, and e-gadgets/e-library.

Canteen

At KIST, the food and beverage including free drinking water. Quality is checked carefully for safeguarding student and employee health.

ICT Centre

We have a totally digitally networked working environment with continuous Internet connectivity alongside state-of-the-art computer labs.

Extracurricular Activities

ECAs, a vibrant side of campus life, make KIST students fit in body, mind, and spirit to take on the challenges of modern life.

Social Service

KIST motivates its youngsters to serve society in as many ways as they possibly can such as blood donation, sanitation, or natural calamity relief.

Games & Sports

Basketball, futsal, badminton, cricket & table tennis regale KISTians while competitions or friendly matches inspire players to perform better.

Clubs

Stimulating clubs cater to areas of interest like management, or art & literature and simultaneously provide a full college experience to students.

Co-Curricular Activities

They enrich students' lives by developing their personalities and academic profiles through productive engagement.

Premises

Spacious premises for both indoor and outdoor activities and a peaceful environment provide just the right environment for academic work.

Positive Discipline

Our Code of Conduct instills positive discipline in our students building up a keen sense of task completion and time management.

KIST has a pragmatic, student-centred approach and believes in motivating students for their career objectives and life goals. It focuses on nurturing computer skills for the contemporary knowledge socio economy and, generally, serves all learning needs.



Get Scholarships

Supporting Your Education

Scholarships

KIST Scholarships are awarded to exceptional students in order to recognize and promote academic excellence. There are many Scholarships for commendable students who satisfy expected norms.

University Scholarships

The College provides scholarships to deserving students according to guidelines of Tribhuvan University.

Based on +2/Bachelor Marks & Entrance Marks

KIST awards Scholarships to students who get high GPAs/marks in Previous Board exams & Entrance Exams. These Scholarships are allotted in order of mark-based merit per seat availability by given deadlines.

Performance-Based Scholarships

Students who get the top positions in the Board Exams and Term Exams are rewarded with Scholarships. These Scholarships are allotted in order of mark-based merit per seat availability according to scholarships guidelines.

Note: In case a student is eligible to get two, or more, scholarships, he or she shall be allotted only one scholarship whichever is of greater, or the greatest, value.

Join Us

Shaping Your Future

Admissions

Students interested in joining BBS and MBS at KIST would need to go through a fair but thorough admission process.

Eligibility

BBS: Applicants need minimum D+ grade in each subject of grade 11 & 12 or minimum second division in +2 or an equivalent exam.

MBS: Applicants must have successfully completed the BBS or a bachelor degree on any discipline.

Entrance Exam Application Form

BBS: Application forms are available at KIST. Applicants should submit these forms duly filled in with supporting documents and photographs by the given deadline.

MBS: University Entrance Exam Application forms are available at all colleges including KIST which offer these programs for MBS.

Entrance Exam

Getting through the University Entrance Exam is mandatory for admission in MBS. For BBS, the college conducts entrance test.

Offer Letter

Selected applicants are handed Offer Letters for admission. They need to submit their acceptance along with needed certificates or testimonials within the stipulated period to get admitted.

Enrolment

Once the College receives a letter of acceptance, it will confirm admission forthwith subject to the payment of fees.

Faculty Members

Name	Subject
Anup Manandhar	FIM
Ashok Pokharel	POM
Ashok Wagle	Finance
Basudev Khatiwada	Accountancy
Binod Lingden	Research
Bishnu Bhusal	Statistics
Dilip Pandey	English
Ganesh Bista	Taxation
Gobinda Adhikari	Entrepreneurship
Gokul Panta	Business Law
Harka Man Tamang	Strategic
Manoj Raj Giri	Investment
Prof. PN Shrestha	Statistics
Saroj Subedi	Statistics
Shyam Kaji Khatri	Research
Som Bhandari	English
Sudhan Khatiwada	Marketing
Sujit Regmi	HRM
Suvash Khanal	Finance
Yagya Raj Bhandari	Finance
Yatish Acharya	Economics



Shaping Your Future

TU-affiliated Programmes at KIST

Bachelor of Business Administration **BBA**

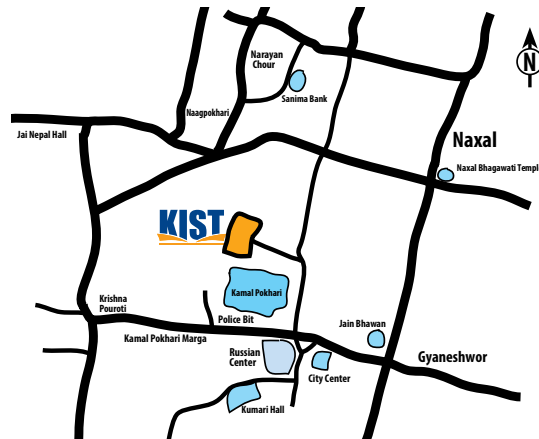
Bachelor of Information Management **BIM**

Bachelor of Business Studies **BBS**

Bachelor of Science **BSc Microbiology**

Master of Science **MSc Microbiology**

Master of Business Studies **MBS**



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