



TRIBHUVAN UNIVERSITY  
**Saraswati Multiple Campus**  
Lekhnath Marg, Thamel, Kathmandu



**Bachelor Of**

**Business Administration (BBA)**  
**Business Management (BBM)**  
**Hotel Management (BHM)**  
**Computer Applications (BCA)**

# ABOUT US

Since its genesis in 2016 BS as a constituent campus of Tribhuvan University, Saraswati Multiple Campus (SMC) reaps the advantage of being in its own premises at Thamel, the touristic destination in Kathmandu. SMC attracts the best students from country for its bachelor's and master's programme under Faculty of Management and Humanities & Social Sciences facilitated by outstanding faculties. SMC is special both in terms of its physical beauty and location- a place where you can be away from the busy world, yet still be a part of it. Education and research are the twin pillars of this campus and the ambience is one in which new ideas and creativity can flourish. The peaceful atmosphere of the campus belies the wide range of activities that complement academic life. The campus also provides excellent amenities for sports and other recreational facilities. Over the years, the institute has created a niche for its quality education.

The programme offered at SMC have the flexibility to evolve and change in response to new requirements. They serve the dual purpose of building a solid foundation of knowledge and of enhancing confidence, creativity and innovation in its students. These academic programs are dynamic and constantly evolving and which reflect the Campus' commitment to stay in tune with the expanding frontiers of knowledge worldwide.

The Bachelor programmes offered at SMC under the Faculty of Management, TU are semester based programme in Bachelor of Business Administration (BBA), Bachelor of Business Management (BBM), Bachelor of Hotel Management (BHM) and annual based programme in Business Studies (BBS). Likewise, the Master's programme offered under the Faculty of Management, TU newly introduced semester based Master's programme in Business Management (MBM) and Master's programme in Business Studies (MBS) respectively.

Similarly, under Faculty of Humanities and Social Sciences, courses such as Bachelor of Computer Application (BCA), Bachelor of Arts (BA) in English, Nepali, Mathematics,

Sociology, Social Work, Economics, Political Science, Culture, History, Rural Development and semester based Master's programme (MA) in English, Nepali, Economics and Sociology are offered respectively.

It gives us a tremendous delight to let you know that SMC is the first campus in Kathmandu valley to introduce the semester based BBM programme of management stream in 2071 B.S. SMC offers not only a high quality education but also a variety of co-curricular activities on campus, such as volleyball, basket-ball, table tennis among many others. Moreover, SMC has a provision of field work, a tour of inspection and educational tour for students' practical applications of the research and some refreshment. For instance, industrial visits come under its integral activities.

## HIGHLIGHTS

- Outstanding results.
- Highly professional and competent faculties.
- Interactive teaching methodology with OHP based classes.
- Rich library with a spacious room, E-library with useful databases.
- Paper writing, case and situation analysis presentation in respective subject.
- Guest lecture from Experts, Individuals, Business Personalities and Professionals from Corporate Organizations.
- State of the art culinary arts and housekeeping lab for Hotel Management students.
- Well-equipped computer labs for students.
- Field Visits and industrial visits
- Prime Location with abundant parking facility.



# Message



**Prof. Dr. Dharma Kanta Banskota**  
Vice Chancellor, TU

On behalf of the faculties, staffs and students, welcome to Tribhuvan University! As the VC of the university, I am extremely proud of the rich tradition of providing quality education that SMC has upheld since its founding. The programs offered by SMC helps the students to become leaders with moral depth and intellectual intensity necessary to meet the challenges of a time of critical transition in society. Central to the success of the students is the experience based knowledge that the faculties bring into the classroom. The knowledge and research contributions of the faculties continue to drive change both at the campus and across the globe. I would like to cordially invite all of you who are interested in expanding your knowledge and enriching your careers to explore the campus further through a visit.



**Prof. Dr. Dilli Raj Sharma**  
Dean  
Faculty of Management

Welcome to Saraswati Multiple Campus, Lekhnath Marga, Thamel  
Established over 60 years ago and deeply rooted in academic tradition of TU, this Campus has educated generations of men and women committed to academic excellence and to serving the wider world in which they live.  
I invite you to visit us for further information. We look forward to see you in any of our programs that fit your choice. Come and join us, be connected, and be part of the SMC community.

Saraswati Multiple Campus family cordially invites eligible students who desire to pursue education in Management, Humanities and Social Sciences for the admission of the upcoming session. SMC is committed in its pursuit of academic excellence, proactive and inclusive approach to quality education. Our goal is to promote your individual growth, facilitate constructive engagement in academic practice, and encourage the development of life skills that will help you be successful human of the society.



**Prof. Dr. Kusum Shakya**  
Dean  
Faculty of Humanities & Social Sciences

Welcome to  
Saraswati Multiple Campus

It's a matter of great excitement that SMC offers some of the fastest growing and highly demanded Management and Humanities related programs in Nepal. The Campus' academic programs offered include BA, BBS, BBA, BBM, BCA, BHM, MA, MBS and MBM to the students who wish to pursue quality education offered by TU. The students and faculties are actively engaged in academic, research, and community service projects that make an immediate impact in the society. In SMC's long history, the high quality academic programs have brought a national reputation to the Campus and the University. You will find the faculties to be highly focused on student success. They are dedicated to bringing real life experiences into the classroom and to enhance the learning outcomes of the students. I invite you to take a closer look at the academic programs and select SMC as your gateway to success.

Best Wishes in Your Academic Career,



**Associate Prof.  
Dr. Gol Man Gurung**  
Campus Chief

## Message from BBA, BBM, BHM & BCA Directors

We are proud to welcome our new students to the close knit SMC Community. In order to stimulate the students' curiosity, deepen their academic knowledge and nurture their humanitarian spirit, SMC offers courses that allows students to acquire breadth and depth of knowledge and understanding. The method that is practiced in the campus prepares the students to use the knowledge and skills they acquire, to become active, caring and determined members of society in the future.



**Janga Bahadur Hamal**  
(M Phil)  
Assistant Professor  
BBA Director



**Narayan Prasad Aryal**  
(PHD Scholar)  
Assistant Professor  
BBM Director



**Mani Ram Aryal**  
MBA  
Assistant Professor  
BHM Director



**Murari Krishna Gautam**  
(PHD Scholar)  
Associate Professor  
BCA Director



# Bachelor of Business Administration (BBA)

Bachelor of Business Administration (BBA) programme helps to dig out arcane knowledge in management. It is one of the leading programs offering since 2074(B.S.). BBA program bridges students to candor in administrative ocean achieving elated success and accomplishment. Moreover, the program empowers learners to turn bold thinking into real world impact. An academic era of management and administrative study is led by BBA program globally depicting plenty opportunities. This is professional program which requires intensive dedication and commitment from students and it has been at the forefront, driving new ways of thinking and teaching tomorrow's leaders.

BBA at SMC blends virtual and physical classrooms model right after from global pandemic. Thus, the programme flourishes indispensable knowledge and understanding amongst learners to undertake and run socially responsible business organizations enhancing managerial skills and aptitude. BBA programme is of four years with eight semesters' course. The programme incorporates training and practical experience, in the form of case studies, projects, presentations, internships, industry visits, and interaction with experts from the industry.

## Eligibility

Successful completion of 10+2 level or equivalent examinations from a recognized institutions/school/college with a minimum of second division (securing 45% and above) or 1.8 CGPA along with atleast D<sup>+</sup> in each subject and holding CMAT passed score are eligible to apply for the programme.

## Selection & Admission Criteria

Eligible students are selected and enrolled in campus for the programme on the basis of university system and guidelines considering SEE, 10+2, CMAT score through panel discussion, selection interview and others with merit system.

## Salient Features of the Programme

- The programme helps in developing knowledge of managerial positions to lead business entities.
- It bridges students to develop skill in management to understand and solve practical business problems creatively.
- The course offers professional education integrating sophisticated practical courses.
- Most enchanting one throughout the global market.



- BBA is a versatile programme.
- BBA programmes expose students to a variety of core subjects.

## Career Opportunities

- Banks
- Business Houses
- Industrial Houses
- Educational Institutions
- Multinational Companies
- Sales and Marketing
- Business
- Consultancies
- Government organizations
- Data analysis
- Entrepreneurship

## Evaluation System

The evaluation system of BBA consists internal and external (semester end examination) of 40% and 60% respectively. For the internal evaluations, students are assessed by the help of case study analysis, report writing and thesis. Similarly, the internal assessment helps in developing the overall growth through active participation in assignment, project work, class test, quiz and so on.

## Scholarship

The scholarship is granted to students under the core policy, system and guidelines of Tribhuvan University considering the academic progress and other criteria of selections.

## Achievements and Events

The students have been able to keep the record of university top ranking in BBA examination as glorious achievements of campus. Moreover, several other events are also in major priority of campus in which students have taken part in such a extra-curricular activities such as Halt Prize, Social campaigning through SMC Business Society, Research, Seminar on several areas and so on.



# Bachelor of Business Management (BBM)

Bachelor of Business Management (BBM) offered by SMC is a first programme launched in Kathmandu valley. BBM programme integrates diversified knowledge of management developing professionalism and leadership. This programme is of 4 years, 8 semester course under the faculty of management, Tribhuvan University. BBM has been producing highly competitive graduates and scholars since 2071 (B.S.).

## Eligibility

Students must have completed 10+2 level or equivalent examinations through recognized institutions scoring minimum of second division marks i.e. 45% and above in aggregate or CGPA 1.8 with atleast D<sup>+</sup> in each subject. Similarly, CMAT passed record should also be held by students. Finally, students being able to meet these requirements are eligible to apply for the programme.

## Selection & Admission Criteria

Eligible students willing to pursue the BBM program must follow standard of admission criteria of Tribhuvan University including interview, review of past academic record, CMAT and other procedures through merit basis system.

## Salient Features of the Program

- ❖ BBM program is blended with theory and practical aspects.
- ❖ It depicts the journey to develop professionalism.
- ❖ It provides a skills, leadership quality, innovative thinking for making business decision.

## Career Opportunities

BBM students can get multiple opportunities through industrial sector, banking industry and other various sectors which are the key areas to grasp the job opportunities.

## Evaluation System

BBM programme has integrated internal evaluation of 40% and external examination of 60% introducing varieties of class room activities i.e. case study, project work, attendance, assignment and other several activities.





## Scholarship

The scholarship scheme is administered to benefit needy, highly dedicated and brilliant students following the existed system, policy and guidelines of University.

## Achievements and Events

BBM students have been recorded University top ranking. Further opportunities are given to the students to take part in extra-curricular activities organized by campus, students and other stakeholders in our community.



# Bachelor of Hotel Management (BHM)

BHM or Bachelor of Hotel Management is an eight semester long undergraduate programme designed to train students to become working professionals in the hospitality industry. SMC incorporated BHM as one of its courses from 2076. Although new, SMC has a highly dedicated team to meet the growing demands of students and the industry. SMC has well managed and excellent labs which are of utmost importance for BHM undergraduates. Bachelor of Hotel Management (BHM) at SMC aims to produce professional human resource to meet the need of ever growing hospitality industry nationally and globally. BHM at SMC helps students in their personality development as well as teach them about discipline and control.

With a dedicated staff force and tremendous support from the Tribhuvan University, SMC plans to achieve its goal of producing an exceptional workforce for hospitality industry.

## Salient Features

- Well equipped labs for practicals.
- Advanced teaching methods and tools.
- Less tuition fees than most colleges.
- Experienced and skilled teaching faculty.
- Personalized and caring environment.
- Dedicated and qualified college faculty.
- Internships at different destinations. Eligibility for Admission.

## Eligibility

The candidates applying for admission to the BHM program must have :

- Successfully completed 10+2 or equivalent examination in any academic stream with minimum of 45 percent aggregate marks from a Higher Secondary Board or any other board recognized by Tribhuvan University
- Fluency of English language is a must so students must have English as a compulsory subject in 10+2 or equivalent examination.

## Admission Procedure :

Students applying for admission to BHM course should apply in the prescribed form for entrance test within the given time. The applicants should enclose with the application form, attach copies of

- Certificate of all examinations passed.

- Equivalency, transfer and character certificates
- Two recent passport size photographs.
- Must have secure 40% marks in CMAT exam

## Admission Test :

The students applying for BHM course are required to sit for an admission test designed to evaluate their abilities and aptitude for the course. The tests will be conducted in the following areas :

1. Group Discussion
2. Personal Interview

These tests will be conducted after CMAT results so if are planning to apply please contact the college for tests date.

## Graduation Requirements:

After completion of eight semesters (four years), students must fulfill the following requirements to be eligible for a BHM degree.

1. Successful completion of 126 credit hours of 2100 marks with passing grades in each of them
2. Successful completion of Industrial Release Program and Project Work.
3. Completion of courses for the fulfillment of BHM program must occur within twelve semesters from the date of admission.

## Internship

It is mandatory for all BHM students to have industry exposure for the completion of their studies. The sixth and seventh semester is hence dedicated for this. Students need to complete a total of 12 months of internship. For now, we have planned for our students to complete their internships in different hotels in China, Malaysia and Nepal. We are currently working to find better destinations for our students where they might quench their thirst for knowledge and also have a safe and good time.



## Job Prospect

Job Profile	Description
Kitchen Chef	They basically prepare food for hotels or establishments diners. Their role is to plan the dining menu, manage the kitchen, line cooks and managing other things.
Front Desk Manager	Front Desk Manager makes sure that the establishment has maximum occupancy. They also oversees employees' performances and makes decisions that are in line with policies of the organization
Accounting Manager	The Account Managers role is to keep a look at the accounting transactions of the firm and find out any discrepancies.
Executive Housekeepers	The role of executive housekeepers is to perform the short and long term planning and management of the hotel's operations and ensuring quality stay for guests.
Catering Officer	They are responsible for the day-to-day running of food services in the firm ensuring the quality of food and services.
Cabin Crew	Their role is to assure the comfort and safety of air passengers.



# Bachelor of Computer Applications (BCA)

## Introduction

Bachelor of Computer Applications is a four-year undergraduate course which deals with information technology and computer applications. The course imparts knowledge about different computer applications and how to solve and address the problems which arise from a computer and its applications. The course includes subjects such as core programming languages Java and C++, data structure, networking and others. BCA provides various opportunities to the students who wish to pursue their career in IT and software.

## How is BCA different than other courses ?

- It provides a blend of theoretical and practical knowledge with tech-savvy skills.
- It empowers graduates by providing additional computational skills, which helps to start own company , like web - designing and programming and many more.
- BCA guarantees job placement to its top graduates .

## Eligibility:

Student who wish to get admission should satisfy on of these:

Minimum D+ grade in each subject of grade 11 and 12 with CGPA 2.0

Or

Minimum score of second division marks in 10+2, PCL or equivalent in any discipline

Or

Students who have passed grade 11 and are waiting for supplementary exam of grade 12 can also apply. However, they have to submit all the required documents at the time of admission.

## Internship

### At SARASWATI, we're here to help!

Now that you have a pretty good idea of the scope of BCA in Nepal, you should understand that pursuing this course is a challenge in itself. At SARASWATI, we're here to help!

With our BCA degree, we train our students to not just create mere products, but to generate solutions of the problems related to information systems in commercial, financial, governmental, or other types of organizations. our BCA course is affiliated to Tribhuvan University under the Faculty of Humanities .



Courses	Credit Hour
Computer Application	71
Elective Courses	12
Mathematics and Statistics Courses	9
Language Courses	10
Social Sciences and Management Courses	15
Project & Internships	13
<b>Core Subjects :</b> C-Programming, Java, .Net, Mobile Computing, Cloud Computing , Data Base	



## Admission Test :

The students applying for BCA course are required to sit for an admission test designed to evaluate their abilities and aptitude for the course. The tests will be conducted in the following areas :

1. Group Discussion
2. Personal Interview



## Job prospects

Not only these information industries and other computer/IT related companies are always in need of BCA graduates.

Apart from these, student after completing their Bachelor's degree in Computer Application, are also eligible in any faculties which come under Management and Information Technology such as MCA, MIT, MBA and many more.

- System analyst
- system managers
- project managers
- database administrators
- system designers
- software developer
- web designer
- network administrator
- computer programmer
- game developer and programmers in IT companies are the eligible post for BCA graduates.

# View of Students



Neesha Jaisawal  
T.U. Topper  
BBA 3<sup>rd</sup> Semester

Some people see life as an adventure, others just something to make it through, perspective says it all! When I chose the SMC to surround myself with lots of opportunities, it has provided high-quality education & research, a strong focus on graduate employability, and international study support with affordable cost. I found SMC not only focusing on academic part also having a wide range of extracurricular activities.

I have seen my dream in reality & if you want to be the exception & make your dream comes true then join SMC.

There is a saying that “School/University is a second home” but to be honest I feel like SMC is my first home. These three years of joining SMC has been the most wonderful years of my life. What I utterly love about our campus is the environment and teachers. I am not only taught syllabus for examination but also taught work culture, managerial skills, growth mindset, discipline and many things that really matters in life.



Aditya Acharya  
BBA, 6<sup>th</sup> Semester



Ram Khadka  
T.U. Topper  
BBM 8<sup>th</sup> Semester

Achievements-applauds, opportunities-thoughts, this is what I gained from Saraswati Multiple Campus (SMC) gave me a platform that I will cherish always. Someday I won and some days I learned. Being a “Smcian” make me feel proud. My experience in SMC was just amazing. This college let us fall on our own but made us climb the ladder to success. A real student always chases after his/her dreams. So, whatever it is you want to become, you must do whatever it takes to reach it. Thus, the degree you will get will become an invaluable tool in your path to accomplishing your dreams!

Education is the most powerful weapon which you can use to change the world. SMC facilitates quality education with well educated, experienced, committed and supportive faculty members who inspires us. Guest lectures, field visits, college events were great learning experience. SMC has given me the ground to boost my confidence and paved a way to start a great future. Enrolling at SMC was the best investment I have ever made.



Pranisha Prajapati  
BBM, 6<sup>th</sup> Semester

# List of Other Programmes

## Management

Bachelor of Business Studies (BBS)  
Master in Business Studies (MBS)  
Master in Business Management (MBM)

## Humanities

Bachelor of Arts (BA)  
Bachelor of Social Work (BSW)  
Master in Arts, MA, English  
Master in Arts, MA, Nepali  
Master in Arts, MA, Economics  
Master in Arts, MA, Sociology

# Research Management Cell (RMC)

The Research Management Cell at SMC (RMC-SMC) has been formed to carry out the research activities within various academic disciplines. RMC members work in accordance with the specified functions of the RMC-SMC. RMC creates an amicable research environment in the Campus with close coordination with the University Grants Commission (UGC) in order to encourage faculty, student and staff in research activities. It publishes a biannual peer reviewed Journal called Interdisciplinary Journal of Management and Social Sciences (IJMSS) which caters to wide scholarship.



# Library

Saraswati Multiple Campus has a very sound library facility. The text book section of the library is quite rich to serve the demand of the ever increasing number of students. Reference section of the library is equally strong with the availability of widely referred books in the fields of management. The availability of selected journals, Study reports, audio video CDs and other reference material have added value in our library and documentation centre.





For Further Details:

## **SARASWATI MULTIPLE CAMPUS**

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