



Hindi Vidya Prachar Samiti's

Ramniranjan Jhunjhunwala College

of Arts, Science & Commerce

(Autonomous College)

Affiliated to

UNIVERSITY OF MUMBAI

Syllabus for the S.Y.BAF

Program: B.Com (Accounting & Finance) - BAF

Program Code: RJCUBAF

(CBCS 2020-2021)

DISTRIBUTION OF TOPICS AND CREDITS**S.Y.BAF SEMESTER III**

Course	Nomenclature	Credits	Topics
RJCUBAF301	Financial Accounting (Special Accounting Areas) – III	03	<ol style="list-style-type: none"> 1. Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year 2. Piecemeal Distribution of Cash 3. Amalgamation of Firms 4. Conversion / Sale of a Partnership Firm into a Ltd. Company 5. Accounting of Transactions of Foreign Currency
RJCUBAF302	Cost Accounting (Methods Of Costing) -II	03	<ol style="list-style-type: none"> 1. Classification of Costs And Cost Sheets 2. Reconciliation of Cost and Financial Accounts 3. Contract Costing 4. Process Costing
RJCUBAF303	Auditing (Techniques of Auditing and Audit Procedures) - II	03	<ol style="list-style-type: none"> 1. Vouching 2. Verification 3. Auditing Standards 4. Audit of Companies
RJCUBAF304	Taxation- I (Indirect Taxes –I)	03	<ol style="list-style-type: none"> 1. Introduction to Indirect Taxation and GST 2. Levy and Collection of Tax 3. Concept of Supply 4. Documentation 5. Input tax credit and Computation of GST 6. Registration under GST Laws
RJCUBAF305	Foundation Course in Commerce (Financial Market Operations) - III	02	<ol style="list-style-type: none"> 1. An Overview of the Financial System 2. Financial Markets 3. Financial Instruments 4. Financial Services
RJCUBAF306	Business Law (Business Regulatory Framework) - II	03	<ol style="list-style-type: none"> 1. The Indian Partnership Act – 1932 2. Limited Liability Partnership Act – 2008 3. Factories Act – 1948 4. Intellectual Property Rights
RJCUBAF307	Business Economics - II	03	<ol style="list-style-type: none"> 1. Overview of Macroeconomics 2. Money, prices and Inflation 3. Introduction to Public Finance 4. Public revenue, Public Expenditure and Debt 5. Fiscal Management and Financial Administration

S.Y.BAF SEMESTER IV

Course	Nomenclature	Credits	Topics
RJCUBAF401	Financial Accounting (Special Accounting Areas) - IV	03	<ol style="list-style-type: none"> 1. Preparation of Final Accounts of Companies. 2. Redemption of Preference Shares 3. Redemption of Debentures 4. Ascertainment and Treatment of Profit Prior to Incorporation 5. Foreign Branch
RJCUBAF402	Management Accounting (Introduction to Management Accounting)	03	<ol style="list-style-type: none"> 1. Introduction to Management Accounting 2. Analysis and Interpretation of Accounts 3. Financial Statement analysis: Ratio analysis 4. Cash Flow Analysis 5. Working Capital Management
RJCUBAF403	Taxation - II (Indirect Taxes- II)	03	<ol style="list-style-type: none"> 1. Payment of Tax and Refunds, Documentation and Registration 2. Accounts, Audit, Assessment and Records 3. Customs Act 4. Foreign Trade Policy
RJCUBAF404	Information Technology in Accountancy - II	03	<ol style="list-style-type: none"> 1. Business Process 2. Computerized accounting system 3. Concept of MIS Reports in Computer Environment 4. IT and Auditing
RJCUBAF405	Foundation Course in Management (Introduction to Management) - IV	02	<ol style="list-style-type: none"> 1. Introduction to Basic Management Concepts 2. Planning 3. Organising 4. Staffing 5. Directing and Controlling
RJCUBAF406	Business Law (Company Law) - III	03	<ol style="list-style-type: none"> 1. Definitions 2. Incorporation of companies 3. Public Offer 4. Private Placement 5. Share Capital and Debentures
RJCUBAF407	Research Methodology in Accounting and Finance	03	<ol style="list-style-type: none"> 1. Introduction to Research 2. Research Design in Accounting and Finance 3. Data Collection and Processing 4. Interpretation and Report Writing

LEARNING OBJECTIVE AND COURSE OUTCOME:**SEMESTER III:**

<p>RJCUBAF301</p> <p>Financial Accounting (Special Accounting Areas) – III</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To learn preparation of Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner 2. To understand distribution of cash among liabilities in case of dissolution. 3. To be able to calculate of purchase consideration and thus prepare Balance sheet of new firm post Amalgamation, and during conversion of partnership firm to company 4. Accounting of Transactions of Foreign Currency <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. The learner would be able to prepare Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner 2. The students would understand process of settlement of claim in case of piecemeal distribution of the cash. 3. To be able to understand process of amalgamation and conversion of a firm
<p>RJCUBAF302</p> <p>Cost Accounting (Methods Of Costing) -II</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To be able to classify cost in various categories and prepare cost sheet. 2. To be able to reconcile difference between Financial Accounts and Cost Accounts. 3. To be able to understand contract costing and process costing <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. The learner would be able to prepare cost sheet for the company. 2. The learner would also be able to trace reason of differences between financial & cost accounts 3. The learner can calculate total cost of contract and process.
<p>RJCUBAF303</p> <p>Auditing (Techniques of Auditing and Audit Procedures) - II</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To enhance the understanding of Vouching and Verification as a technique of Auditing 2. To understand Auditing standards and the importance of Auditing in a Company. <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. Students will understand auditing of income, expenses, assets and liabilities as per auditing standards. 2. They will identify errors and frauds in ledger of the company.
<p>RJCUBAF304</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To understand basic conceptual framework of GST 2. To identify levy and collection point of GST

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<p>Taxation- I (Indirect Taxes –I)</p>	<p>3. To understand the documentation required, input tax credit and computation of GST 4. To impart knowledge about registration process for persons liable for GST</p> <p>COURSE OUTCOME:</p> <p>1. The students would be able to understand the importance and relevance of GST 2. They will be able to judge whether a person is liable for registration or not. 3. The learners will be able to carry out proper documentation and calculate input tax credits and thus compute GST</p>
<p>RJCUBAF305</p> <p>Foundation Course in Commerce (Financial Market Operations) - III</p>	<p>LEARNING OBJECTIVE:</p> <p>1. To give overview of the Financial system, financial markets, financial instruments and financial services</p> <p>COURSE OUTCOME:</p> <p>1. The learners would understand the importance of saving and investment 2. The students structure of equity, bonds,debt and derivatives market</p>
<p>RJCUBAF306</p> <p>Business Law (Business Regulatory Framework) - II</p>	<p>LEARNING OBJECTIVE:</p> <p>1. To have knowledge about Indian Partnership Act 2. To make learner acquainted with Factories Act, 1948. 3. To gain familiarity with various laws related to IPR</p> <p>COURSE OUTCOME:</p> <p>1. Students will have indepth knowledge about Partnership Act 2. The learners can integrate the knowledge of Labour Law in General HRD Practice</p>
<p>RJCUBAF307</p> <p>Business Economics - II</p>	<p>LEARNING OBJECTIVE:</p> <p>1. To learn about Macro Economics in a focused manner through Money and inflation concepts 2. To learn about working of a complex economy through concepts like public finance, public Revenue, Expenditure and public debt 3. To learn the fiscal administration in an economy</p> <p>COURSE OUTCOME:</p> <p>1. Learners will learn about macro-economics in detail 2. Learners will get an understanding of the application of the various economics concepts 3. Learners will get an insight about the ways of managing the finance and fiscal policies on the national level.</p>

SEMESTER IV:

<p>RJCUBAF401</p> <p>Financial Accounting (Special Accounting Areas) - IV</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To revise concept and entries of issue of shares and debentures. 2. To understand accounting of redemption of preference shares and debentures. 3. To understand how to account for profit prior to incorporation. 4. To prepare Final Accounts of Joint Stock Companies. <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. The students will be able to accounting entries for issue of shares and debentures. 2. The learners will get acquainted with process of redemption of preference shares & Debentures & entries thereof 3. The students will understand calculation of profit in case if the firm is converted into a company mid of the accounting year 4. The prepare final accounts
<p>RJCUBAF402</p> <p>Management Accounting (Introduction to Management Accounting)</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To introduce learner to the stream of management accounting. 2. To understand the concept of vertical statement and ratio analysis. 3. To introduce procedure and provision of preparation of cash flow. 4. To estimate working capital requirement <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. Students will become aware of various management accounting techniques. 2. They will be able to anlyse financial statement and calculate accounting ratios 3. Prepare cash flow statements as per AS 3 4. Estimate / Project Working Capital Requirement in case of Trading and Manufacturing Organization
<p>RJCUBAF403</p> <p>Taxation - II (Indirect Taxes- II)</p>	<p>LEARNING OBJECTIVE:</p> <ol style="list-style-type: none"> 1. To develop practical knowledge of GST payment system and filing returns. 2. To make learners familiar with Account, Audit, Assessment, and Record System under GST. 3. To introduce learners Custom Act provision and duties levied under custom. 4. To create awareness regarding Foreign Trade Policy and export reward schemes of the Government. <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. Help to provide expert knowledge on GST payment system, return filing, accounting and record keeping system. 2. Provides understanding on rules and regulations of Custom Act and various duties levied under the custom. 3. Help to provide understanding on Foreign Trade Policy and various reward schemes available to exporters.

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	<p>4. Overall, syllabus will provide knowledge about GST Act, Custom Act, and Foreign Trade Policy of the Government. of custom act and foreign trade policy.</p>
<p>RJCUBAF404</p> <p>Information Technology in Accountancy - II</p>	<p>LEARNING OBJECTIVE :</p> <ol style="list-style-type: none"> 1. To understand the application of IT in business process. 2. To make learner familiar with computerized accounting system. 3. To enhance the knowledge of learner regarding MIS and process of preparation of MIS with the use of IT. 4. To improve learners knowledge about application of IT in auditing <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. The learners will understand the development and design of a computerized accounting system 2. They will get acquainted to the application of IT in business process. 3. Learn about various accounting software including Tally. 4. The learners will apply IT in auditing.
<p>RJCUBAF405</p> <p>Foundation Course in Management (Introduction to Management) - IV</p>	<p>LEARNING OBJECTIVE :</p> <ol style="list-style-type: none"> 1. To enhance the understanding of conceptual knowledge of basic management concepts. 2. To understand management process of planning, organizing, staffing, directing and controlling. 3. To orient learners towards Indian approach to management <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. It will help students to be more decisive and improve their decision-making skills. 2. It will create awareness amongst students about the complexities of the business and enable them to tackle the issues and challenges of the organization in a better way. 3. Students will be able to design better organizational structure, policies, processes and procedures in order to attain the organizational objectives. 4. Students will understand the in - depth essentials of management and functioning of the organization but also judge the needs, wants and motivation levels of their human resources, which will help them to align individual interest with the organizational requirement
<p>RJCUBAF406</p> <p>Business Law (Company Law) - III</p>	<p>LEARNING OBJECTIVE :</p> <ol style="list-style-type: none"> 1. To introduce the concept of Company law and enable them to know about companies act , 2013 2. To enable students to evaluate the Company related cases. 3. To enable learners to assess the different provisions in the Companies act 4. To Gain basic knowledge of the provisions of the Companies Act, 2013 in relation to types of companies, Memorandum of Association, Articles of Association, Administration of Company Law. <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. Students will be able to improve litigation skills. 2. It will help students to study the interaction of law and anticipate the

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	<p>legal needs of their companies.</p> <p>3. To enable learners to analyse essential skills to become corporate lawyer.</p> <p>4. Students will be able to analyse the practical cases relating to companies</p>
RJCUBAF407 Research Methodology in Accounting and Finance	<p>LEARNING OBJECTIVE :</p> <ol style="list-style-type: none"> 1. To introduce the concept of Research amongst learners and to enable them to describe the importance of Research 2. To enable students to evaluate the research design with respect to Accounting & Finance. 3. To enable learners to assess the different methods of collection of data and processing of the same 4. To enable learners to interpret the data collected and form conclusions and write a report. <p>COURSE OUTCOME:</p> <ol style="list-style-type: none"> 1. Learners would discuss the concepts of research, its features, objectives, its different types and the formulation of research problem. 2. Learners would learn the formulation of hypothesis and also would be aware about the different research designs 3. Learners would assess different methods and sources of data collection and its processing by use of different software. 4. Learners would be acquainted with the various layouts and ways of writing research reports.

SEMESTER III		L	Cr
SUBJECT: Financial Accounting – (Special accounting area-III)	Paper Code: RJCUBAF301	60	03
UNIT 01		15	
Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year			
Simple final accounts questions to demonstrate the effect on final accounts when a partner is admitted during the year or when partner retires / dies during the year Allocation of gross profit prior to and after admission / retirement / death when stock on the date of admission / retirement is not given and apportionment of other expenses based on time / Sales/other given basis Ascertainment of gross profit prior to and after admission/retirement / death when stock on the date of admission / retirement is given and apportionment of other expenses based on time / Sales / other given basis Note: Excluding Questions where admission / retirement / death takes place in the same year			
UNIT 02		10	
Piecemeal Distribution of Cash			

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Asset taken over by a partner, Treatment of past profits or past losses in the Balance sheet Contingent liabilities / Realization expenses/amount kept aside for expenses and adjustment of actual, Treatment of secured liabilities, Treatment of preferential liabilities like government dues / labour dues etc., Insolvency of partner Note: Both methods, i.e. Excess Capital and Maximum Loss Method, are included.		
UNIT 03	15	
Amalgamation of Firms		
Realization method only, Calculation of purchase consideration Journal/ledger accounts of old firms Preparing Balance sheet of new firm Adjustment of goodwill in the new firm Realignment of capitals in the new firm by current accounts / cash or a combination thereof Note: Common transactions between the amalgamating firms will also be included		
UNIT 04	10	
Conversion / Sale of a Partnership Firm into a Ltd. Company		
Calculation of New Purchase consideration, Journal / Ledger Accounts of old firms. Preparing Balance sheet of new company as per the provisions of the Indian Companies Act, 2013. Note: Realisation method only.		
UNIT 05	10	
Accounting of Transactions of Foreign Currency		
In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences		

SEMESTER III		L	Cr
SUBJECT: Cost Accounting – II	Paper Code: RJCUBAF302	60	03
UNIT 01		15	
Classification of Cost and Cost Sheet			
Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre. Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose. Simple practical problems on preparation of cost sheet			

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UNIT 02	15	
Reconciliation of Cost and Financial Accounts		
Practical problems based on reconciliation of cost and Financial accounts.		
UNIT 03	15	
Contract Costing		
Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax Deducted at Source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Excluding Escalation clause. Note- Simple practical problems.		
UNIT 04	15	
Process Costing		
Process loss, Abnormal gains and losses, Joint products and by products, Including Equivalent units, Inter-process profit. Note- Simple Practical problems		

SEMESTER III		L	Cr
SUBJECT: Auditing - II	Paper Code: RJCUBAF303	60	03
UNIT 01		15	
Vouching			
Audit of Income Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received. Audit of Expenditure Purchases, Salaries & Wages, Rent, Insurance Premium, Telephone expense, Petty cash payment, Advertisement, Travelling Salesmen's Commission, Freight, Carriage and Custom Duties.			
UNIT 02		15	
Auditing Techniques: Verification			

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Audit of Assets - Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, and Patent Rights. Audit of Liabilities - Outstanding Expenses, Accounts Payable, Secured loans, Unsecured Loans, Contingent Liabilities, Public Deposits		
UNIT 03	15	
Audit and Assurance Standards		
Significance of the Audit and Assurance Standards (AAS) issued by Institute of Chartered Accountants of India. Responsibility of auditor for AAS. Understanding of following standards- objectives of Independent Auditor and the conduct of an Audit in Accordance with standards on . SA 210 Agreeing in terms of Audit Engagements SA 230 Audit documentation SA 240 The Auditors responsibility relating to Frauds in an Audit of Financial Statements SA 300 Planning an Audit of Financial Statements SA 320 Materiality in Planning and performing an Audit SA 500 Audit Evidence SA 505 External Confirmation SA550 Related Parties SA 570 Going Concern		
UNIT 04	15	
Audit of Limited Companies		
Auditors - Qualifications, Disqualifications, Appointments (First & Subsequent auditor), Reappointment, Removal of auditors. Audit Report – reporting requirement under the companies act, qualifications in audit report, disclaimers in audit report, adverse opinion, disclosures, reports and certificates.		

SEMESTER III		L	Cr
SUBJECT: Taxation – I (Indirect Taxes – I)	Paper Code: RJCUBAF304	60	03
UNIT 01		10	
Introduction to Indirect Taxation and GST			

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Basics for Taxation - Direct Taxes and Indirect Taxes – Features of Indirect taxes, Difference, Advantages and Disadvantages, Sources and Authority of Taxes in India (Art 246 of the Indian Constitution) Introduction to GST – Genesis of GST in India, Power to tax GST (Constitutional Provisions), Extent and Commencement, Meaning and Definition of GST, Benefits of GST, Conceptual Framework – CGST, IGST,SGST,UTGST, Imports of goods or services or both, Export of goods or services or both, Taxes subsumed and not subsumed under GST. GST Council and GST Network Definitions under CGST Act		
UNIT 02	10	
Levy and Collection of GST		
Charge of GST, Levy and Collection GST, Composite and Mixed Supplies under GST, Power to Grant Exemption, Negative list of GST, GST Rate Schedule for Goods and Services 3		
UNIT 03	10	
Concept of Supply		
Taxable Event Supply Place of Supply Time of Supply Value of Supply		
UNIT 04	10	
Documentation		
Tax Invoices, Credit and Debit notes 5 Input Tax Credit and Computation of GST		
UNIT 05		
Input Tax Credit and Computation of GST	10	
Eligibility and conditions for taking Input Tax Credit Apportionment of credit & Blocked credits Credit in special circumstances Computation of GST under Inter State supplies and Intra State Supplies		
UNIT 06	10	
Registration		
Registration – Persons liable for Registration, Persons not liable for Registration, Procedure for Registration, Deemed Registration,, Amendment, Cancellation and Revocation of Registration.		

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SEMESTER III		L	Cr
SUBJECT: Foundation Course in Commerce (Financial Market Operations) - III	Paper Code: RJCUBAF305	60	02
UNIT 01		15	
An Overview of the Financial System			
Saving and Investment Money, Inflation and Interest Banking and Non Banking Financial Intermediaries			
UNIT 02		15	
Financial Markets			
Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market, Structure of Financial Market in India Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India, Secondary Market System Bond Market in India Debt Market in India			
UNIT 03		15	
Financial Instruments			
Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield REPO, TBs, Equities, Bonds, Derivatives, others			
UNIT 04		15	
Financial Services			
Merchant Banking : Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper			

SEMESTER III		L	Cr
SUBJECT: Business Law (Business Regulatory Framework) - II	Paper Code: RJCUBAF306	60	03
UNIT 01		15	
The Indian Partnership Act - 1932			

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a) Concept of Partnership <ul style="list-style-type: none"> • Partnership and Company • Test for determination of existence for partnership • Kinds of partnership b. Registration and effects of non-registration of Partnership c. Rights and Duties of Partners d. Authority and Liability of partners e. Admission, Retirement and Expulsion of Partner Dissolution of Partnership		
UNIT 02	15	
Limited Liability Partnership Act – 2008		
a) Nature of Limited Liability Partnership b) Incorporation of Limited Liability Partnership c) Extent and Limitation of Liability of Limited Liability Partnership and Partners d) Contributions e. Conversion Into Limited Liability Partnership Winding Up and Dissolution		
UNIT 03	15	
Factories Act – 1948		
a. Definitions <ul style="list-style-type: none"> • Section 2 (k) – Manufacturing Process, • Section 2 (l) – Workers • Section 2 (m) – Factory b. Provisions pertaining to <ul style="list-style-type: none"> • Health- Section 11 to Section 20 • Safety- Section 21 to Section 41 Welfare- Section 42 to Section 49 		
UNIT 04	15	
Intellectual Property Rights		
Trademark Copyright Patent Geographical design		

SEMESTER III		L	Cr
SUBJECT: Business Economics - II	Paper Code: RJCUBAF306	60	03

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UNIT 01	12	
Overview of Macroeconomics		
<p>Macroeconomics: Meaning, Scope and Importance. Circular flow of aggregate income and expenditure and its Importance- closed and open economy models The Measurement of National Product: Meaning and Importance of National Income Accounting- conventional and Green GNP and NNP concepts -National Income and Economic Welfare. Trade Cycles: Features and Phases Classical Macro economics : Say's law of Markets - Features, Implications and Criticism</p>		
UNIT 02	12	
Money, prices and Inflation		
<p>Money Supply: Determinants of Money Supply - Factors influencing Velocity of Circulation of Money Demand for Money : Classical and Keynesian approaches and Keynes' liquidity preference theory of interest - Friedman's restatement of Demand for money Money and prices : Quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach Inflation : Demand Pull Inflation and Cost Push Inflation - Effects of Inflation- Nature of inflation in a developing economy - policy measures to curb inflation- monetary policy and inflation targeting</p>		
UNIT 03	12	
Introduction to Public Finance		
<p>Meaning and Scope of Public finance. Major fiscal functions : allocation function, distribution function & stabilization function Principle of Maximum Social Advantage: Dalton and Musgrave Views - the Principle in Practice, Limitations. Relation between Efficiency, Markets and Governments The concept of Public Goods and the role of Government</p>		
UNIT 04	12	
Public revenue, Public Expenditure and Debt		
<p>Sources of Public Revenue : tax and non-tax revenues Objectives of taxation - Canons of taxation - Types of taxes : direct and indirect - Tax Base and Rates of taxation : proportional, progressive and regressive taxation Shifting of tax burden: Impact and incidence of taxation - Processes- factors influencing incidence of taxation Economic Effects of taxation: on Income and Wealth, Consumption, Savings, Investments and Production. Redistributive and Anti – Inflationary nature of taxation and their implications Public</p>		

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Expenditure: Canons - classification - economic effects of public spending - on production, consumption, distribution, employment and stabilization - Theories of Public Expenditure: Wagner's Hypothesis and Wiseman Peacock Hypothesis - Causes for Public Expenditure Growth. Significance of Public Expenditure: Social security contributions- Low Income Support and Social Insurance Programmes. Public Debt : Classification - Burden of Debt Finance : Internal and External- Public Debt and Fiscal Solvency		
UNIT 05	12	
Fiscal Management and Financial Administration		
Fiscal Policy: Meaning, Objectives, constituents and Limitations. Contra cyclical Fiscal Policy and Discretionary Fiscal Policy : Principles of Sound and Functional Finance Budget- Meaning objectives and types - Structure of Union budget - Deficit concepts-Fiscal Responsibility and Budget Management Act. Intergovernmental Fiscal Relations : fiscal federalism and fiscal decentralization -central-state financial relations - 14th Finance Commission recommendations		

SEMESTER IV		L	Cr
SUBJECT: Financial Accounting	Paper Code: RJCUBAF401	60	03
UNIT 01		15	
Preparation of Final Accounts of Companies			
Relevant provisions of Companies Act related to preparation of Final Account (excluding cash flow statement) Preparation of financial statements as per Companies Act. (excluding cash flow statement) AS 1 in relation to final accounts of companies (disclosure of accounting policies)			
UNIT 02		15	
Redemption of Preference Shares & Debentures			
Redemption of Preference Shares Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules. Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalisation of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet) Redemption of Debentures			

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Introduction : Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lump sum and by payment in installments (excluding from by purchase in open market), Conversion. (Question on entries. ledgers and/or Balance Sheet and /or redemption of preference shares)		
UNIT 03	15	
Ascertainment and Treatment of Profit Prior to Incorporation		
Principles for ascertainment. Preparation of separate, combined and columnar profit and loss a/c including different basis of allocation of expenses/ incomes		
UNIT 04	15	
Accounting of Transaction of Foreign Currency and Foreign Branch		
Accounting of Transaction of Foreign Currency: In relation to purchase and sale of goods,		

SEMESTER IV		L	Cr
SUBJECT: Management Accounting	Paper Code: RJCUBAF402	60	03
UNIT 01		15	
Introduction to Management Accounting , Analysis and Interpretation of Accounts			
Meaning - Nature - Scope and Functions of Management Accounting - Role of Management Accounting in Decision Making - Management Accounting and Financial Accounting Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis, Trend analysis, Comparative Statement, Common Size Statement. NOTE: Simple Problems based on the above.			
UNIT 02		15	
Ratio Analysis and Interpretation based on vertical Financial statements			
Balance Sheet Ratios: Current Ratio, Liquid Ratio, Stock Working Capital Ratio, Proprietary Ratio, Debt Equity Ratio, Capital Gearing Ratio Revenue Statement Ratios: Gross Profit Ratio, Expenses Ratio, Operating Ratio , Net Profit Ratio, Net Operating Profit Ratio, Stock Turnover Ratio Combined Ratio: Return on Capital employed (Including Long Term Borrowings), Return on			

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proprietor's Fund (Shareholders Fund and Preference Capital), Return on Equity Capital, Dividend Payout Ratio , Debt Service Ratio, Debtors Turnover , Creditors Turnover		
UNIT 03	15	
Cash Flow Statements		
Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only)		
UNIT 04	15	
Working Capital		
Concept, Nature of Working Capital, Planning of Working Capital. Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization. Operating Cycle Practical Problems		

SEMESTER IV		L	Cr
SUBJECT: Taxation - II (Indirect Taxes Paper- II)	Paper Code: RJCUBAF403	60	03
UNIT 01		15	
Payment of Tax & Refunds and Returns, Documentation & Registration			
Payment of tax and Refund Payment of Tax, Interest and other Amounts, Interest on delayed Payment, TDS, TCS, Refund of tax, Refund in certain cases, Interest on delayed refunds. Returns Types of Returns and Provisions relating to filing of Returns Documentation Tax Invoices, Credit and Debit notes Registration Persons liable for Registration, Persons not liable for Registration, Procedure for Registration, Deemed Registration, Amendment, Cancellation and Revocation of Registration.			
UNIT 02		15	
Accounts, Audit, Assessment and Records			
Accounts and other records, Period of retention of accounts, Electronic Way Bill, Self-Assessment, Provisional Assessment, Scrutiny of Returns, Assessment of non-filers of Returns, Assessment of Unregistered person, summary assessment in certain special cases, Audit by tax authorities, Special Audit.			

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UNIT 03	15	
Custom Act		
Introduction to customs law including Constitutional aspects, Levy of and exemptions from customs duties – All provisions including application, of customs law, taxable event, charge of customs duty, exceptions to levy of, customs duty, exemption from custom duty, Types of customs duties, Classification and valuation of imported and export goods. Import and Export Procedures – All import and export procedures including, special procedures relating to baggage, goods imported or exported by post, stores. Provisions relating to coastal goods and vessels carrying coastal goods, warehousing and drawback.		
UNIT 04	15	
Foreign Trade Policy		
Introduction to FTP – legislation governing FTP, salient features of an FTP, Foreign Trade Policy 2015- 20, administration of FTP, contents of FTP, scope of FTP. Provision related to import and export of goods Basic concepts relating to export promotion schemes provided under FTP – Duty exemption & remission Schemes, Duty Free Import Authorization Scheme, Reward scheme, Export Promotion Capital Goods Scheme, EOU, STP, BTP AND EHTP scheme.		

SEMESTER IV		L	Cr
SUBJECT: Information Technology in Accountancy – II	Paper Code: RJCUBAF404	60	03
UNIT 01		15	
Business Process			
Introduction, Definition and Meaning of business process, Flow of business process for accounting, purchase, sales and finance, Classification of business processes. Introduction, Definition and Meaning of Business Process Management, Principles and practices of Business Process Management, Business Process Management life cycle. Theories of Business Management Process, Implementation of Business process Management – need, key factors and importance, Automation of business Processes – benefits, risks, challenges, Accounting systems automation. IT and Business Process Management, Information systems – Meaning, Use of IT in accountancy			
UNIT 02		15	
Computerized Accounting System			
Introduction and meaning, Uses and Benefits, Role, Need and requirements of computerized accounting, Basic requirements of computerized accounting system. Limitations of computerized accounting system, Understand the development and design of a computerized accounting system; determining how the accounting data will be processed, i.e. why accounts and books are needed and what is the desired output i.e. financial reports and other reports. Accounting Software - Introduction and meaning, Advantages of accounting software			

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Uses of Accounting software, Various accounting software Accounting software TALLY – Accounting and reports		
UNIT 03	15	
Concept of MIS Reports in Computer Environment		
Introduction, Concept of MIS, Need for MIS, Characteristic of MIS, Outputs of MIS Role of MIS, Guidelines for Developing MIS reports, Functional Aspects of the MIS: Problems in MIS, Knowledge required for studying MIS, MIS and Computer		
UNIT 04	15	
IT and Auditing		
Need and importance of IT in auditing, Auditing in IT environment		

SEMESTER IV		L	Cr
SUBJECT: Foundation Course in Management (Introduction to Management) - IV	Paper Code: RJCUBAF405	60	02
UNIT 01		12	
Introduction to Basic Management Concepts			
Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management Levels of Management Principles of Management			
UNIT 02		12	
Planning			
Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning Features and process of decision making			
UNIT 03		12	
Organising			
Definition, nature and significance Process of organisation Principles of organisation Formal and Informal organisation - features, advantages and disadvantages Centralisation and decentralisation – factors, merits and demerits Departmentation and Delegation			
UNIT 04		12	
Staffing			
Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction			

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between Recruitment and Selection Employment tests and types of Interview		
UNIT 05	12	
Directing and Controlling		
Meaning and Importance of directing Principles of Directing Leadership traits and Styles Motivation – Importance and Factors Co-ordination – Meaning, features and Importance Meaning and steps in controlling Essentials of a good control system		

SEMESTER IV		L	Cr
SUBJECT: Business Law (Company Law) - III	Paper Code: RJCUBAF406	60	03
UNIT 01		12	
Definitions			
Section 2 Clause (2) – Accounting Standard Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director Clause (48) – Indian Depository Receipts Clause (62) – One Person Company Clause (85) – Small Company			
UNIT 02		12	
Incorporation of companies			
Section 3 to Section 20			
UNIT 03		12	
Public Offer			
Sections 23, 25 to 28, 33, 35, 39			
UNIT 04		12	
Private Placement			
Section 42			
UNIT 05		12	
Share Capital and Debentures			
Sections 43, 46, 47, 52 to 56, 61 to 72			

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SEMESTER IV		L	Cr
SUBJECT: Research Methodology in Accounting and Finance	Paper Code: RJCUBAF407	60	03
UNIT 01		15	
Introduction to Research			
Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research. Formulation of research problem: Meaning and Selection. Review of Literature			
UNIT 02		15	
Research Design in Accounting and Finance			
Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types. Different Research designs			
UNIT 03		15	
Data Collection and Processing			
Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis			
UNIT 04		15	
Interpretation and Report Writing			
Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types			

References Books

S.Y.BAF	SEMESTER III
RJCUBAF301 Financial Accounting (Special Accounting Areas) – III	<ul style="list-style-type: none"> • Introduction to Accountancy by T. S. Grewal • Advance Accounts by Shukla & Grewal • Advance Accountancy by R. L. Gupta and M Radhaswamy • Modern Accountancy by Mukherjee and Hanif • Financial Accounting by Lesile Chandwichk • Financial Accounting for Management by Dr. Dinesh Harsalekar • Financial Accounting by P. C. Tulsian • Accounting Principles by Anthony, R.N. and Reece J.S. • Financial Accounting by Gupta and Radhaswamy M • Financial Accounting by Monga, J.R. Ahuja, Girish and Shehgal Ashok.
RJCUBAF302 Cost Accounting (Methods Of Costing) -II	<ul style="list-style-type: none"> • Lecture on costing by Swaminathan published by S.Chand & Co. • Practical costing by Khanna Pandey and Ahuja published by S.Chand & Co. • Cost Accounting by C S Rayudu published by Tata McGraw Hills • Cost Accounting by Jawaharlal published by Tata McGraw Hills • Theory and problems of Cost and Management accounting by M Y Khan and P K Jain published by Tata McGraw Hills • Cost Accounting by Ravi M Kishore published by Taxmann Ltd. • Cost Accounting by N K Prasad • Cost Accounting- Theory and Practice by B K Bhar • Cost Accounting- Theory and Practice by M N Arora published by • Practical Costing by P C Tulsian published by Vikas Publishing house • Cost Accounting- Text and problems by M C Shukla, T S Grewal and M P Gupta published by S.Chand • Cost Accounting- Problems and solutions by V K Saxena C D Vashist published by S.Chand • Cost Accounting by S P Jain and K L Narang published by Kalyani • Cost Accounting- Principles and practice by M N Arora published by Vikas • Cost Accounting- A Managerial emphasis by Horngreen, Charles, Foster and Datar published by Prentice Hall of India • Advanced problems and solutions in Cost Accounting by S N Maheshwari published S.Chand
RJCUBAF303 Auditing (Techniques of Auditing and Audit Procedures) - II	<ul style="list-style-type: none"> • Contemporary Auditing by Kamal Gupta published by Tata McGraw Hills • A Handbook of Practical Auditing by B N Tandon published by S Chand & Co. New Delhi • Fundamentals of auditing by Kamal Gupta and Ashok Arora published by Tata McGraw Hills Textbook of Auditing by Batra and Bagradia published by Tata McGraw Hills • Practical Auditing by S V Ghatalia published by Spicer & Pegler
RJCUBAF304	<ul style="list-style-type: none"> •

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<p>Taxation- I (Indirect Taxes –I)</p>	<ul style="list-style-type: none"> • Indirect Taxes: Law and Practice by V.S. Datey, Taxmann • Indirect Taxes by V.S. Balchandra, Sultan Chand and Sons, New Delhi • GST Law & practice with Customs & FTP by V.S. Datey, Taxmann • GST by V.S. Datey, Taxmann • GST & customs Law by K.M. Bansal, University Edition • GST Law & practice with Customs & FTP by Vineet Sodhani, Snow White Publications • GST Law & practice with Customs & FTP by Sanjiv Agarwal, Snow White Publications • Indirect taxes(Containing GST, Customs & FTP) by MOhd. Rafi, Bharat Publications
<p>RJCUBAF305 Foundation Course in Commerce (Financial Market Operations) - III</p>	<ul style="list-style-type: none"> • IM Pandey, Financial Management, Vikas Publishing House Ltd. • Khan M.Y., Financial Services, Mc Graw Hill Education. Board of Studies Mithibai – Autonomy 179 P a g e • Dr.S.Gurusamy, Financial Services, Vijay Nicole Imprints. • Financial Market and Services, E, Gordon and K. Natrajan, Himalaya Publishing House
<p>RJCUBAF306 Business Law (Business Regulatory Framework) - II</p>	<ul style="list-style-type: none"> • An introductory guide to Central Labour Legislation – W A Dawson • Industrial Law – P L Malik • Personnel Management and Industrial relations – Kapur S , Punia B – Gurgaon SK • Labour participation in Management – Mhetras V – Manaklals • Indian Contract Act, Sale of Goods Act and Partnership Act – Desai T R – S C – Sarkar and Sons • The Negotiable Instruments Act – Khergamwala J S – N M Tripathy • The Principles of Mercantile Law – Singh Avtar – Eastern Books Co. • Companies Act 2013 by Ravi Puliani, Bharat Publication • Companies Act 2013 by Taxmann • Law Relating to Intellectual Property Rights Book by Virendra Kumar Ahuja
<p>RJCUBAF307 Business Economics - II</p>	<ul style="list-style-type: none"> • Andrew B Abel and Ben S Bernanke - “Macroeconomics”- Pearson Education New Delhi • David N Hyman - “Macroeconomics” McGraw Hill, New York, Latest Edition • D N Dwivedi - “Macroeconomics Theory and Policy”- Sultan Chand and Company, New Delhi, Latest Edition • Datt R. & K.P.M. Sundaram – “Indian Economy”- Sultan Chand and Company, New Delhi, Latest Edition • Dornbusch R. & S. Fischer – “Macroeconomics” McGraw Hill, New York, Latest Edition • Economic & Political Weekly: Various Issues. • Economic Survey of India -2007-08 • G L Jain- “Macroeconomic System-Problems and Functions”- Mangal

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	<p>Deep, Publications, Jaipur</p> <ul style="list-style-type: none"> • H L Ahuja – “Macroeconomics Theory and Policy – Advanced Analysis” – Sultan • Chand and Company, New Delhi Latest Edition • K.P.M. Sundaram – “Money Banking and International Trade”- Sultan Chand and Company, New • Delhi Latest Edition • Mankiw –“Principles of Macroeconomics”-Thomson-South-Western, New Delhi • Mishra and Puri – “Indian Economics”- Himalayan Publishing House, Latest Edition K.Vasudevan – Central • Banking – RBI Publications • Bhatt - Central Banking in India - Himalaya Publications
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S.Y.BAF	SEMESTER IV
RJCUBAF401 Financial Accounting- IV	<ul style="list-style-type: none"> • Introduction to Accountancy by T. S. Grewal • Advance Accounts by Shukla & Grewal • Advance Accountancy by R. L. Gupta and M Radhaswamy • Modern Accountancy by Mukherjee and Hanif • Financial Accounting by Lesile Chandwichk • Financial Accounting for Management by Dr. Dinesh Harsalekar • Financial Accounting by P. C. Tulsian • Accounting Principles by Anthony, R.N. and Reece J.S. • Financial Accounting by Gupta and Radhaswamy M • Financial Accounting by Monga, J.R. Ahuja, Girish and Shehgal Ashok.
RJCUBAF402 Management Accounting	<ul style="list-style-type: none"> • Essentials of Management by Koontz H & W published by McGraw Hill • Principles of Management by Ramaswamy published by Himalaya • Management Concept and Practice by Hannagain T published by McMillan • Basic Managerial Skills for All by McGrath E.H published by Prentice Hall of India • Management – Text and Cases by VSP Rao published by Excel Books • Essentials of Management by Massie Joseph published by Prentice Hall of India • Management: Principles and Guidelines by Thomas Duening & John Ivancevich • published by Biztantra • Management Concepts and Strategies by J S Chandran published by Vikas Publishing House • Principles of Management by Tripathy P C published by Tata McGraw Hill • Principles of Management: Theory and Practice by Sarangi S K published by V M P Publishers • Principles of Management by Terry G R published by AITBS

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<p>RJCUBAF403 Taxation - II</p>	<ul style="list-style-type: none"> • Indirect Taxes: Law and Practice by V.S. Datey, Taxmann • Indirect Taxes by V.S. Balchandra, Sultan Chand and Sons, New Delhi • GST Law & practice with Customs & FTP by V.S. Datey, Taxmann • GST by V.S. Datey, Taxmann • GST & customs Law by K.M. Bansal, University Edition • GST Law & practice with Customs & FTP by Vineet Sodhani, Snow White Publications • GST Law & practice with Customs & FTP by Sanjiv Agarwal, Snow White Publications • Indirect taxes(Containing GST, Customs & FTP) by MOhd. Rafi, Bharat Publications
<p>RJCUBAF404 IT in Accountancy- II</p>	<ul style="list-style-type: none"> • Fundamentals of Computers – Rajaram V – Prentice Hall • Computer today (3rd edition) – Sanders, Donald H – McGraw Hill • Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall • Computers – Subramaniam N – Wheeler • Introduction to Computers – Xavier C. – New Age • Computer in Business – Sanders D – McGraw Hill • Computers and Information Management – S C Bhatnagar & V Ramant – Prentice Hall • Internet for Business – Brummer, Lavrej – Cambridge • E-mail for Everyone – Leon Alexis & Leon – Methews • Basic Computer Programmes for Business – Sternberg C – New Jersey Hayden
<p>RJCUBAF405 Foundation Course – IV</p>	<ul style="list-style-type: none"> • Essentials of Management by Koontz H & W published by McGraw Hill • Principles of Management by Ramaswamy published by Himalaya • Management Concept and Practice by Hannagain T published by McMillan • Basic Managerial Skills for All by McGrath E.H published by Prentice Hall of India • Management – Text and Cases by VSP Rao published by Excel Books • Essentials of Management by Massie Joseph published by Prentice Hall of India • Management: Principles and Guidelines by Thomas Duening & John Ivancevich published by Biztantra • Management Concepts and Strategies by J S Chandran published by Vikas Publishing House • Principles of Management by Tripathy P C published by Tata McGraw Hill • Principles of Management: Theory and Practice by Sarangi S K published by V M P Publishers
<p>RJCUBAF406 Business Law -III</p>	<ul style="list-style-type: none"> • An introductory guide to Central Labour Legislation – W A Dawson • Industrial Law – P L Malik • Personnel Management and Industrial relations – Kapur S , Punia B –

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	<p>Gurgaon SK Labour participation in</p> <ul style="list-style-type: none">• Management – Mhetras V – Manaklals• Indian Contract Act , Sale of Goods Act and Partnership Act – Desai T R – S C – Sarkar and sons• The Negotiable Instruments Act – Khergamwala J S – N M Tripathy• The Principles of Mercantile Law – Singh Avtar – Eastern Books Co.• Companies Act 2013 by Ravi Puliani, Bharat Publication• Companies Act 2013 by Taxman
RJCUBAF407 Research Methodology in Accounting & Finance	<ul style="list-style-type: none">• Research Methods in Accounting, Malcolm Smith• Research Methods and Methodology in Finance and Accounting, by Viv Beattie and Bob Ryan