

# Ordinance No. V-122(A)

Date of Academic Council Meeting : 29 December, 2023  
Date of Executive Council Meeting : 22 July, 2024

## Bachelor of Vocational Course in Hospitality & Tourism

(B.Voc in Hospitality & Tourism)



College of Hotel Management  
Faculty of Management and Commerce

SWAMI VIVEKANAND SUBHARTI UNIVERSITY,  
MEERUT

*[Signature]*  
Head of the Institution  
Bhikaji Cama Subharti Institute of Hotel Management  
S.V.S.U., MEERUT

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

## Ordinance No. V-122(A)

# ORDINANCE RELATING TO B. VOC IN HOSPITALITY & TOURISM (Revised Syllabus 2023-24)

### INTRODUCTION

Bhikaji Cama Subharti College of Hotel Management (BCSCHM) has been established in 2009 under Swami Vivekanand Subharti University (SVSU), Meerut with the vision to produce highly qualified skilled, trained, competent professionals for hospitality and tourism services.

Mission to establish the BCSCHM was specifically centralized to focus on:

- To provide quality education and skilled professional
- To promote research and development in respective field
- To groom every student to be an excellent professional who follows Indian Culture, loving Moral values and the dictum "Atithi Devo Bhav"

Bhikaji Cama Subharti College of Hotel Management (BCSCHM) has started with following programmes:

- a) Masters of Hotel Management and Catering Technology (MHMCT)
- b) Bachelors of Hotel Management and Catering Technology (BHMCT)
- c) B.Sc. Culinary Arts
- d) Bachelor in Travel and Tourism Management (BTMM)
- e) Diploma in Food Production and Bakery
- f) Diploma in Food and Beverage Service
- g) Diploma in Event Management
- h) B. Voc. In Hospitality & Tourism

### **B. VOC IN HOSPITALITY & TOURISM (B.VOC H&T)**

#### **i. PROGRAMME OBJECTIVES:**

- To provide a judicious mix of skills related to a profession and appropriate content of General Education.
- To ensure that the students has adequate knowledge and skills, so that they are work ready at each exit point of the program.
- To provide flexibility to the students by the means of pre-determined entry and multiple exits.
- To integrate National Skills Qualification Framework (NSQF) within the undergraduate level of higher education in order to enhance employability of the graduates and meet the industry needs. Such graduates, apart from meeting the needs of local and national industry, are also expected to be equipped to become part of global workforce.

- To provide vertical mobility to students coming out of 10+2 with vocational subjects

ii. **PROGRAMME OUTCOME:**

- After successful completion of the Programme, an individual will be able to:
- Articulate understanding of the Tourism and Hospitality
- Develop expertise which suits many industries like Aviation, Hotel, Cafe chains, chain of restaurants and Hospitals.
- Apply understanding of Management and various processes related to Tourism and Hospitality and also develop foreign language.
- Develop know how of marketing and promotion skills.
- Establish industry connections through classroom projects, seminars and internship.
- Be able to plan & set up an own business.

2. **RULES AND REGULATIONS FOR ADMISSION in B.VOC (H&T)**

2.1 For admission in I<sup>st</sup> year in B.Voc in Hospitality & Tourism programme, the applicant should have passed Intermediate examination or equivalent of a recognized board.

2.1.1 For admission in II<sup>nd</sup> year in B.Voc in Hospitality & Tourism programme, the applicant should have Diploma in relevant field from a recognized College/ University.

2.1.2 For admission in III<sup>rd</sup> year in B.Voc in Hospitality & Tourism programme, the applicant should have Advance Diploma in relevant field from a recognized College/ University.

2.2.1 The applicants may be required to appear at an entrance test followed by group discussion, interview and counseling before admission.

2.2.2 The reservation and relaxation for SC/ST/OBC/PWD and other categories shall be as per the rules of the Central Government/State Government, whichever is applicable.

2.3. Each year of the programme has to be completed within a maximum of two years from the date of original admission in the programme.

3. **CURRICULUM/ STRUCTURE OF PROGRAMME OF B.VOC (H&T)**

3.1 The programme shall be spread over three academic years, spread over six semesters comprising actual teaching for a minimum of 90 days in each semester.

3.2 The programme focuses on the following aspects:

- a) Competence
- b) Entrepreneurship
- c) Skill development
- d) Value added
- e) Extracurricular activities

3.3 Industrial Training of 6 months is offered in the VI<sup>th</sup> semester. The students are expected to train in Hotels of category 4 star and above. The training will be as per the schedule mentioned in the curriculum. The students are expected to maintain a log book on a daily basis. At the end of the Industrial training the student shall submit a training report along with the log book and a performance appraisal from the hotel. The training

report is to be prepared by the student and to be submitted to the Training and Placement Officer within the stipulated time for assessment.

### 3.4 The academic calendar shall be as follows:-

I <sup>st</sup> Semester, III <sup>th</sup> Semester, V <sup>th</sup> Semester	Session - 1st Aug. to 30th Nov Exam - 1st Dec. to 15th Dec
II <sup>nd</sup> Semester, IV <sup>th</sup> Semester	Session - 1st Jan. to 10th May Exam - 1st May to 15th May
VI <sup>th</sup> Semester	Industrial Training- Jun to Dec.

### 3.5: Table of B.Voc (H&T) Programme Structure from the academic year 2023-24

Course Code	Course	Teaching Load per week				Credit	Marks		Total Marks	
		Course Type	L	T	P		Total	Continuous Comprehensive Assessment (CCA)		End-Semester Examination (ESE)
<b>SEMESTER I</b>										
BVH 101	Environmental Science	Ability Enhancement Course	3	1	-	4	4	30	70	100
BVH 102	Communication Skills-I	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 103	Food Production – I	Core	3	1	-	4	4	30	70	100
BVH 103P	Food Production -I (Practical)	Core	-	-	8	8	4	30	70	100
BVH 104	Food & Beverage Service- I	Core	3	1	-	4	4	30	70	100
BVH 104P	Food & Beverage Service- I (Practical)	Core	-	-	4	4	2	30	70	100
BVH 105	Tourism Organization :Travel Agency, Tour Operator	Core	3	1	-	4	4	30	70	100
BVH 106	Tourism Resources of India	Core	3	1	-	4	4	30	70	100
	Rashtra Bodh*									
	<b>Total</b>					<b>36</b>	<b>30</b>	<b>240</b>	<b>560</b>	<b>800</b>

\*Note: As per the University Academic Council the syllabus of Rashtra Bodh will be taught.

#### SEMESTER II

BVH 201	INFORMATION TECHNOLOGIES TOOLS AND ITS APPLICATION	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 202	INDIAN FOOD & FASHION	Ability Enhancement	3	-	-	3	3	30	70	100
BVH 203	FRONT OFFICE – I	Core	3	1	-	4	4	30	70	100
BVH 203P	FRONT OFFICE – I (PRACTICAL)	Core	-	-	6	6	3	30	70	100
BVH 204	HOUSEKEEPING – I	Core	3	1	-	4	4	30	70	100
BVH 204P	HOUSEKEEPING – I (PRACTICAL)	Core	-	-	6	6	3	30	70	100
BVH 205	CONCEPTUAL FRAMEWORK OF TOURISM	Core	3	1	-	4	4	30	70	100
BVH 206	FACILITY PLANNING	Skill Enhancement	3	1	-	4	4	30	70	100

		Course				35	29	240	560	800
Total										
<b>SEMESTER III</b>										
BVH 301	Hospitality Sales	Ability Enhancement Course	3	1	-	4	4	30	70	100
BVH 302	Event Management	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 303	Food Production – II	Core	3	1	-	4	4	30	70	100
BVH 303P	Food Production -II (Practical)	Core	-	-	8	8	4	30	70	100
BVH 304	Food & Beverage Service - II	Core	3	1	-	4	4	30	70	100
BVH 304P	Food & Beverage Service- II (Practical)	Core	-	-	4	4	2	30	70	100
BVH 305	Entrepreneurship Development-I	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 306	Food Science & Nutrition	Ability Enhancement Course	3	1	-	4	4	30	70	100
<b>Total</b>						<b>36</b>	<b>30</b>	<b>240</b>	<b>560</b>	<b>800</b>
<b>SEMESTER IV</b>										
BVH 401	Entrepreneurship Development-II	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 402	Research Methodology	Ability Enhancement Course	3	1	0	4	4	30	70	100
BVH 403	Front Office – II	Core	3	1	-	4	4	30	70	100
BVH 403P	Front Office – II (Practical)	Core	-	-	6	6	3	30	70	100
BVH 404	Housekeeping – II	Core	3	1	-	4	4	30	70	100
BVH 404P	Housekeeping- II (Practical)	Core	-	-	6	6	3	30	70	100
BVH 405	Accounting Skills for Hospitality	Skill Enhancement Course	3	1	-	4	4	30	70	100
BVH 406	Principles of Management	Ability Enhancement Course	3	1	-	4	4	30	70	100
<b>Total</b>						<b>36</b>	<b>30</b>	<b>240</b>	<b>560</b>	<b>800</b>
<b>SEMESTER V</b>										
BVH 501	Hospitality Marketing	Ability Enhancement Course	3	1	-	4	4	30	70	100
BVH 502	Human Resource Management	Ability Enhancement Course	3	1	-	4	4	30	70	100
BVH 503	Advance Food Production Management	Core	3	1	-	4	4	30	70	100
BVH 503P	Advance Food Production Management (Practical)	Core	-	-	8	8	4	30	70	100
BVH 504	Beverage Services	Core	3	1	-	4	4	30	70	100
BVH 504P	Beverage Services (Practical)	Core	-	-	4	4	2	30	70	100

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

BVH 505	Food & Beverage Control	Core	3	1	-	4	4	30	70	100
BVH 506	Organizational Behaviour	Ability Enhancement Course	3	1	-	4	4	30	70	100
<b>Total</b>						<b>36</b>	<b>30</b>	<b>240</b>	<b>560</b>	<b>800</b>
<b>SEMESTER VI</b>										
BVH 601	Food Production (Industry Exposure)	Core	-	-	12	12	6	50	120	170
BVH 602	Food & Beverage Service (Industry Exposure)	Core	-	-	12	12	6	50	120	170
BVH 603	Front Office (Industry Exposure)	Core	-	-	12	12	6	50	120	170
BVH 604	Housekeeping (Industry Exposure)	Core	-	-	12	12	6	50	120	170
BVH 605	Log Book & Presentation	Skill Enhancement Course	-	-	12	12	6	40	80	120
<b>Total</b>						<b>60</b>	<b>30</b>	<b>240</b>	<b>560</b>	<b>800</b>

## EXAMINATION AND EVALUATION

### 4.1 ATTENDANCE:

The students are expected to attend all the classes and should not have less than 75 % attendance in theory as well as in practical classes, wherever held, to become eligible to appear for the university examination. Short fall in attendance can, however be condoned in deserving cases to the extent of 10% by the Principal. If the short fall is more than 10% but not more than 15%, the Principal may recommend deserving cases to the Vice Chancellor for condonation. The order of the Vice Chancellor in this regard shall be final.

### 4.2 EXAMINATION:

All Courses offered by BCSCHM under B.Voc (H&T) programme will have an evaluation system within two components as:

1. Continuous Comprehensive Assessment (CCA) accounting for 30% of the final grade that a student gets in a course, and
2. End-Semester Examination (ESE) accounting for the remaining 70% of the final grade that the student gets in a course.

**A student will have to pass both the components i.e. CCA and ESE separately to become eligible to be declared successful in a course.**

#### **CONTINUOUS COMPREHENSIVE ASSESSMENT (CCA) :**

Continuous Comprehensive Assessment (CCA) will be of **30 marks** comprised:

- 4.2.1.1 Midterm written test / practical including in-between snap tests if any shall carry **20 marks** independently in each subject.
- 4.2.1.2 A maximum of **10 marks** in each subject shall be awarded for attending classes (theory / practical) as per the following norms:

**Note: Marks for Attendance:** below 50% = Zero (0) mark; 50% = 1 mark; 51 – 59.99% = 2 marks; 60 – 64.99% = 3 marks; 65 – 69.99% = 5 marks; 70 – 74.99 % = 7 marks; 75- 79.99% = 8 marks; 80- 84.99% = 9 marks; 85- 100% = 10 marks

#### 4.2.2 **END SEMESTER EXAMINATION (ESE)**

The remaining 70% of the final grade of the student in a course will be assessed on the basis of an end semester examination (ESE) that will be for three hours duration and will cover the entire syllabus of the course.

The question papers for the ESE will be got set by the Controller of Examinations (CoE) of the Swami VivekanandSubharti University (SVSU) by a selected faculty panel.

#### 4.2.3 **INDUSTRIAL TRAINING (BVH601, 602, 603, 604, 605):**

The student is required to complete 6 months industrial training in all four core courses. During the training the student has to maintain a log book which will carry 120 marks (CCA-40 marks and ESE- 80 marks). At the end of the training the student has to present a training report with a presentation on his training in all core courses and it carries 170 marks (CCA- 50 marks and ESE- 120 marks).

#### 4.3 **PAPER SETTING, EVALUATION & RESULTS**

The work of setting the End semester examination papers, conduct of the End semester and Annual examinations, Evaluation and declaration of results shall be as per the laid down Examination policies / latest University Notifications.

### **5. AWARDS**

On successful completion of each year the student will be awarded the following:

- On Completion of First Semester the student will be awarded Certificate in Hospitality and Tourism
- On completion of I<sup>st</sup> year the student will be awarded Diploma in Hospitality & Tourism
- On completion of II<sup>nd</sup> year the student will be awarded Advance Diploma in Hospitality & Tourism
- On completion of III<sup>rd</sup> year the student will be awarded B.Voc Degree in Hospitality & Tourism

### **6. POWER TO MODIFY**

In the event of any emergent situation, if any deviation is considered necessary, the Vice Chancellor is authorized to modify the Ordinance, subject to subsequent ratification by the Executive Council.

*Res*  
*Ajit*  
*[Signature]*

*Rh*

*[Signature]*