



NAAC  
GRADE **A+**

# DIRECTORATE OF DISTANCE & ONLINE EDUCATION

PG DIPLOMA IN ACCOUNTS AND FINANCE

COURSE BROCHURE (2026-27)

# INTRODUCTION

The Postgraduate Diploma in Accounts and Finance is designed by expert educators to enhance students' academic knowledge of fiscal management and budgeting. The course curriculum also offers diverse topics of auditing, investment analysis, accounting, taxation, and corporate finance. Our semester curriculum integrates theoretical principles in accounting firms, financial institutions, and business enterprises. The course module also prepares students to pursue professional certifications of Chartered Accountant (CA), Certified Management Accountant (CMA), and Association of Chartered Certified Accountants (ACCA).

## MISSION:

- To encourage students to develop competent and professional skills to take responsible and sustainable financial budgeting decisions for organizational growth.
- To motivate students to gain knowledge of financial literacy, cultivate critical thinking for rational decision-making, and adhere to global standards for accounting and finance.

## OBJECTIVES:

- To encourage students for effective financial planning, budgeting, and decision-making, and develop advanced analytical and quantitative skills.
- To motivate students to enhance their understanding of taxation systems, auditing concepts, and regulatory frameworks.
- To prepare students for careers in auditing, taxation, banking, corporate finance, and financial consulting by shaping ethical and professional values for accuracy and integrity in financial operations.

# INSTRUCTIONAL DESIGN

The program is divided into two semesters and minimum credit requirement is 40 to get PG Diploma in Accounts and finance through OL mode from Mangalayatan University. Minimum time period for acquiring PG Diploma in Accounts and finance will be one year.

SEMESTER - I				
S.No.	Course Code	Course Theory	Credit	Subject Total
1	MCOM-101	Organization Theory and Behaviour	4	100
2	MCOM-102	Statistical Analysis	4	100
3	MCOM-103	Economic Analysis	4	100
4	MCOM-104	Accounting Theory and Practice	4	100
5	MCOM-105	Business Communication	4	100
<b>TOTAL</b>			<b>20</b>	<b>500</b>

SEMESTER - II				
S.No.	Course Code	Course Theory	Credit	Subject Total
1	MCOM-201	Financial Management and Policy	4	100
2	MCOM-202	Business Environment	4	100
3	MCOM-203	Research Methodology	4	100
4	MCOM-204	Marketing Management	4	100
5	MCOM-205	Entrepreneurship and SMEs Management	4	100
<b>TOTAL</b>			<b>20</b>	<b>500</b>

# SYLLABI AND COURSE MATERIALS

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and Board of Studies/ Academic Council/ Executive Council for further suggestions and approval.

## STUDY MATERIAL

The study material in digital format (e – content) of the programme shall be supplied to the students unit - wise for every course.

## VIDEO LECTURES

The Video lectures as prescribed by the UGC Regulation shall be made available on the LMS portal of the University.

## ONLINE COUNSELLING SESSIONS

The online counselling sessions shall be scheduled beforehand by the Subject Coordinator and informed to the learners. There shall be 6 online counselling sessions / contact classes of 1 hours each for a 4 credit course, held on Saturdays and Sundays. In case of 2 credits course there shall be 4 sessions of 1 hours each and in case of 6 credits course there shall be 8 sessions of 1 hours each.

## MEDIUM OF INSTRUCTION

Medium of Course Instruction:	English
Medium of Examination:	English

# STUDENT SUPPORT SYSTEMS

The university will appoint programme coordinators, course coordinator and course mentors to facilitate the learners in their learning.

Finally, The university has made appropriate arrangements for various support services including online counselling and resource-oriented-services, evaluation methods for both on and off line modes for easy and smooth services to the students' through online mode.

## PROCEDURE FOR ADMISSIONS, CURRICULUM, TRANSACTION AND EVALUATION

### FEE STRUCTURE

Name of the Program	Degree	Duration	One Time Reg. Fee	Semester Fee	Exam Fee Per Semester	Full Year Fee
PG Diploma in Accounts and finance	PG Diploma	1 Year	1000	9000	1000	21000
<b>Total</b>						<b>21000</b>

### ACTIVITY SCHEDULE

S.NO.	Name of the Activity	Tentative months schedule (specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

## CREDIT SYSTEM

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
1 Year	40	PG Diploma in Accounts and finance	PG Diploma

## WHY ONLINE EDUCATION?

- Comfortable and Flexible
- Convenience of attending classes from home
- Cost Effective
- Time saving
- No commuting
- Monetary benefits- No textbooks required
- Repeated access to the same lecture
- Study anytime, anywhere
- Write proctored exam from home

## ADMISSION PROCESS

- Register with Mangalayatan Online Programs
- Pay Registration fees through our available payment gateways
- Upload relevant documents and mark sheets
- Get provisional admission
- Pay semester fees
- Get admission confirmation from University
- Roll number allotted to every student
- LMS id and password creation.



**Mangalayatana**  
**ONLINE**

## Contact Us



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