

**Ahmednagar Jilha Maratha Vidya Prasarak Samaj's  
New Arts, Commerce, and Science College, Ahmednagar  
(Autonomous)  
(Affiliated to Savitribai Phule Pune University, Pune)**



**National Education Policy (NEP)  
Choice Based Credit System (CBCS)**

**Programme Skeleton and Syllabus of  
B.Com. (Cost and Works Accounting) (Minor)**

**Implemented from  
Academic Year 2023-24**

Ahmednagar Jilha Maratha Vidya Prasarak Samaj's  
**New Arts, Commerce and Science College, Ahmednagar  
(Autonomous)**

**Board of studies in Commerce and Management**

Sr. No.	Name	Designation
1.	Dr. S. B. Kalamkar	Chairman
2.	Dr. B. N. Murtadak	Member
3.	Dr. M.P. Waghmare	Member
4.	Dr. N. B. Goyal	Member
5.	Dr. V. R. Humbe	Academic Council Nominee
6.	Dr. M. M. Deshmukh	Academic Council Nominee
7.	Dr. P. V. Sahte	Vice- Chancellor Nominee
8.	Prof. M. N. Tapkire	Alumni
9.	Mrs. Vanita Shripat	Industry Expert
10.	Prof. S. A. Tarte	Member(co-opt)
11.	Prof. S.D. Bankar	Member(co-opt)
12.	Dr. N. L. Vikhe	Member(co-opt)
13.	Prof. S. S. Nimbalkar	Member(co-opt)

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**Board of studies in Costing, Accounting, taxation and Law**

Sr. No.	Name	Designation
1.	Dr. B. N. Murtadak	Chairman
2.	Dr. S. B. Kalamkar	Member
3.	Dr. M.P. Waghmare	Member
4.	Dr. N. B. Goyal	Member
5.	Dr. H. B. Goyal	Academic Council Nominee
6.	Dr. S. D. Talekar	Academic Council Nominee
7.	Dr. M.D. Sayyed	Vice- Chancellor Nominee
8.	Mr. Tejas A. Joshi	Alumni
9.	CA Prasad Puranikt	Industry Expert
10.	Dr. A. V. Adsure	Member(co-opt)
11.	Prof. P. V. Kale	Member(co-opt)

**1. Prologue/ Introduction of the programme:**

The Bachelor of Commerce (B.Com) Program is a three-year degree program offered by the college with a view to impart in-depth knowledge and broad understanding of commerce. The objective of the program is to produce graduates equipped with the knowledge, skills and attitude to meet the challenges of the modern day business organizations. In this global era, it has become inevitable to prepare minds for the future by providing quality higher education. Though quality may be viewed through different lenses, B.Com. The programme is designed to enable and empower students to acquire knowledge, skills and abilities to analyse and synthesize the contemporary realities pertaining to the domain of business. This course not only provides for maintaining and sustaining existing businesses in the face of violent winds of change and competition but also a desperately needed perspective of sustainable growth. This programme aims at instilling conceptual understanding to equip students to deal with business realities of today and prepares them to drive and face the challenge of tomorrow. It

also exposes the students to the world of technology and digitization in the relevant field as envisaged by the scholars and policymakers. This course is designed to help cultivating entrepreneurial mindset and skills.

Commerce education is entirely different from other disciplines. Hence, it must charter course routes to service the aspirations of the nation. To meet the growing needs of the business society, there is greater demand for sound development of commerce education. The relevance of commerce education has become more imperative, this means a marked change in the way commerce and management education is perceived in India. The Commerce education is dedicated to developing tomorrow's leaders, managers, and professionals.

Bachelor of Commerce programme is a progressive programme that caters to the needs of commerce aspirants who desire to build their professional competence on a higher position with specialized knowledge in the field of Commerce. The three-year B.Com degree programme is divided into six semesters and is designed as per the Choice Based Credit System (CBCS) model curriculum prescribed by UGC. It includes core papers, discipline-specific electives, generic electives and skill enhancement courses. Students are required to complete practical and add on courses. The aspirants can select their specialization in the subject of Cost and Works Accounting or Marketing Management as per their choice.

## **2. Programme Outcomes (POs)**

1. The students will be able to develop academic expertise in a global context in the discipline.
2. This program could provide Industries, Banking Sectors, Insurance Companies, Financing companies, Transport Agencies, Warehousing etc., well trained professionals to meet their requirements.
3. Capability of the students to make decisions at personal & professional level will increase after completion of this course.
4. The knowledge of different specializations in Accounting, costing, banking and finance with the practical exposure helps the students to stand in organization.
5. This degree course intends to inculcate attitudes and character that will help students evolve into sensitive and technically sound future business leaders and aims at enhancing employability options of the students.
6. The curriculum helps instill learnability among students for upskilling and reskilling even in later part of life.
7. It will develop critical thinking abilities of the students along with ethical values.
8. The course will nurture skills to contribute effectively towards societal

**Programme Framework (Courses and Credits): B.Com (Cost and Works Accounting)  
(Minor)**

Sr. No.	Year	Semester	Level	Course Type	Course Code	Title	Credits
1.	I	I	4.5	MNR-1	BCOM-CA1 01T	Fundamentals of Costing	03
2.	I	II	4.5	MNR-2	BCOM-CA2 01T	Cost Accounting Procedures	03
3.	I	III	4.5	MNR-3	BCOM-CA3 01T	Material and Labour Cost Accounting	03
4.	I	IV	4.5	MNR-4	BCOM-CA4 01T	Overhead Accounting	03
5.	I	V	5.0	MNR-5	BCOM-CA5 01T	Methods and Techniques of Costing-I	04
6.	I	VI	5.0	MNR-6	BCOM-CA6 01T	Methods and Techniques of Costing-I	04
							20

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**Syllabus**

**B.Com (Cost and Works Accounting) (Minor)**

Title of the Course: Fundamentals of Costing								
Year: I				Semester: I				
Course Type	Course Code	Credit Distribution		Credits	Allotted Hours	Allotted Marks		
		Theory	Practical			CIE	ESE	Total
MNR-1	BCOM-CA101T	03	00	03	45	30	70	100

**Learning Objectives:**

1. To Understand the concepts and principles of cost accounting and works accounting.
2. To Familiarize with the various cost elements and cost classification methods.
3. To Gain proficiency in preparing cost sheets.
4. To Apply cost accounting techniques for inventory valuation and pricing decisions.

**Course Outcomes (Cos)**

1. It will develop a comprehensive understanding of cost accounting and works accounting concepts and principles among students.
2. It will enable the students to apply cost classification methods to accurately categorize various cost elements.
3. It enhances proficiency in preparing accurate and informative cost sheets.
4. It will help to utilize cost accounting techniques to make informed decisions.

**Detailed Syllabus:**

**Unit I : BASICS OF COST ACCOUNTING**

**(12)**

- Definition, scope, objectives, Nature and significance of Cost and Works Accounting, Limitations of Financial Accounting. Its relationship with Financial Accounting and Works Accounting.
- Concept of Cost, Classification of Cost, Costing, Cost Accounting and Cost Accountancy.
- Role of Cost and works Accountant and career opportunities in Cost and Works Accounting.
- Application of Cost and Works Accounting in Manufacturing and Service Industries.

**Unit II. ELEMENTS OF COST**

**(12)**

- Elements of Cost-Material, Labour and Expenses
- Classification of Cost
- Cost Unit, Cost Center , Profit Center, Responsibility Center, Investment Center, Cost Allocation, Cost Apportionment, Cost Absorption
- Preparation of Cost Sheet

- Tender and Quotation-Meaning and Definition

### **Unit III. MATERIAL COST**

**(12)**

- Introduction to “Material Cost” (CAS-6), Objective, Requisites and Importance
- Purchase Procedure and purchase documents and Scientific purchase procedure
- Material Issue methods, Stock levels, EOQ, ABC Analysis
- Material Accounting Types of stores organization, Stores location and layout, Classification and codification of Material, Pricing of Issue of material and stock valuation as per FIFO, LIFO, Weighted Average and Simple Average methods
- Inventory Control Meaning, Methods and Recent Trends

### **Unit :IV LABOUR**

**(09)**

- Introduction of Employee Costs Classification of Labour cost, Labour Budgeting, Labour standard, Labour cost Accounting, Factors of controlling labour cost.
- Time Records- Time keeping and Time booking and Methods of Time keeping and Time booking, Time and motions Study.
- Methods of Remunerations-Time rate, Piece rate and Taylor’s Differential Piece rate, Incentive Plans-Halsey and Rowan bonus plan
- Labour Turnover-Meaning, causes, effects and methods. Treatment of some of the Employee Cost items in Costing
- Recent Trend in Labour- Job evaluation, Job Analysis, Merit rating and Negotiations.

### **Suggested Readings/Material:**

1. Advanced Cost & Works Accounting - Saxena, V/ Vashist, C Sultan Chand & Sons New Delhi
2. Advanced Cost Accounting - Jain, S/ Narang, K Kalyani Publication New Delhi
3. Cost & Works Accounting - Inamdar, S. M., Everest -
4. Cost Accounting Methods & Problems -Bhar, B. K. Academic Kolkata
5. Cost & Works Accounting- Kishore, R. M. Taxman Allied Service New Delhi
6. Principles & Practice of Cost Accounting- Bhattacharyya, A. K. PHI -
7. Cost Accounting - Jawahar, Lal Tata McGraw Hill New Delhi

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**Syllabus**

**B. Com. (Cost and Works Accounting) (Minor)**

Title of the Course: Cost Accounting Procedure								
Year: I				Semester: II				
Course Type	Course Code	Credit Distribution		Credits	Allotted Hours	Allotted Marks		
		Theory	Practical			CIE	ESE	Total
MNR-2	BCOM-CA201T	03	00	03	45	30	70	100

**Learning Objectives:**

1. To impart knowledge of basic cost accounting concepts
2. To create awareness about the application of these concepts in the business world
3. To impart skills regarding Cost and Works Accounting
4. To impart knowledge regarding the cost of accounts of various establishments.

**Course Outcomes (Cos)**

1. It will know the documents that are used in stores and how to calculate the issuing price of the material.
2. It will provide knowledge to students on classification and codification.
3. It will provide an understanding of the concepts of labor turnover and merit rating.

**Detailed Syllabus:**

**Unit .1 Material Accounting**

**(09)**

- Classification and Codification of Material.
- Stores and Material Records.
- Bin Card & Store Ledger etc.
- Issue of Material and Pricing Methods for Issue of Material: FIFO, LIFO.(Basic Problem)
- Simple Average Methods, Weighted Average Methods.(Theory only)
- Use of computer in-store Accounting.

**Unit.II Labour Remuneration and Payroll**

**(06)**

- Meaning and definition of wages.
- Difference Between Wages and Salary
- Records and methods - time keeping and time booking.
- Methods of Wage Payment -Time rate system, Piece rate system,
- Taylor's differential piece rate system-Incentive Plan, Halsey Plan, Rowan Plan.
- Group Bonus scheme- Performance-based incentive plan,
- Payroll - meaning and components.



**Unit.III. Other Aspects of Labour**

**(10)**

- Labour Turnover.
- Job Analysis & Job Evaluation.
- Merit Rating.

**Unit.IV Direct Cost and Introduction to JIT, CAM and ERP.**

**(07)**

- Direct Cost Concept and its accounting treatment
- Introduction to Just In Time (JIT)
- CAM (Computer Aided Manufacturing)
- Enterprise Resource Planning (ERP)

**Suggested Readings/Material:**

1. Advanced Cost & Works Accounting - Saxena, V/ Vashist, C Sultan Chand & Sons New Delhi
2. Advanced Cost Accounting - Jain, S/ Narang, K Kalyani Publication New Delhi
3. Cost & Works Accounting-Inamdar, S. M., Everest -
4. Cost Accounting Methods & Problems -Bhar, B. K. Academic Kolkata
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