

1.2 Non- Credit Course

Accounting forms the backbone of every business decision, regardless of the industry or organizational size. The ability to interpret financial information, manage budgets, and plan for long-term financial stability is crucial for effective management. Recognizing this need, Koteswor Multiple Campus has introduced a **non-credit course on “The Professional Accounting Training (48 Hrs) ”** specifically tailored for its management students. This course aims to bridge the gap between theoretical knowledge and practical application, ensuring that graduates are better prepared to navigate real-world financial challenges.

The importance of accounting training for management students is multifaceted, encompassing practical skill enhancement, a competitive edge in the job market, holistic business understanding, real-world application of theory, entrepreneurial readiness, and confidence in financial decision-making. While core management curricula typically provide theoretical knowledge, this training emphasizes hands-on practice, enabling students to handle daily accounting tasks, interpret financial data, and make informed decisions. Employers highly value practical accounting proficiency, giving such graduates an advantage in securing better opportunities. Moreover, by illustrating how accounting intersects with various business functions like marketing, operations, and human resources students learn to collaborate effectively across departments. Case studies and simulations bridge the gap between conceptual frameworks and real-world scenarios, an essential capability for any aspiring manager. In Kathmandu’s thriving business landscape, a solid foundation in accounting also equips budding entrepreneurs to manage finances efficiently, comply with tax regulations, and scale ventures sustainably. Ultimately, by honing skills in budgeting, cost control, and investment analysis, graduates become more adept at proposing data-driven strategies and solutions within organizations.

The Accounting Training has undergone continuous development and has now been approved by the College's CMC. The newly Accounting Training course at Koteswor Multiple Campus is the result of collaborative efforts by a team of highly experienced accounting experts, who bring a wealth of practical knowledge to ensure that students not only master core accounting principles but also understand evolving financial landscapes, including existing tax rules and systems in Nepal. Recognizing the growing importance of sustainable business practices, the course has been enhanced to incorporate discussions on climate change issues, linking them to environmental taxes

and their applications in Nepal. By exploring the concepts of a green economy and how environmental taxation can drive eco-friendly business decisions, learners gain insights into balancing profitability with environmental stewardship. This approach ensures that future accounting professionals are better equipped to handle the complexities of modern financial management, incorporating sustainable and responsible practices into their work.

All course details, including the completion report and other relevant information, are available in the annexes; please refer to them for further information.

कोटेश्वर बहुमुखी क्याम्पस कार्यकारी समिति

..... बैठक


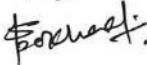
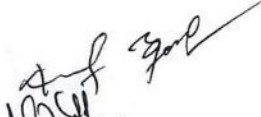

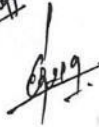

सोमबार, २९ मंसीर, २०८२

अध्यक्षता: श्री प्रकाश पोखरेल

समय: बिहान:८:०० बजे

स्थान: क्याम्पस प्रमुख को कार्यकक्ष

उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	प्रकाश पोखरेल	संयोजक	
२.	सुरेश पोखरेल	सदस्य	
३.	नन्दीकेशर नेपाल	सदस्य	
४.	कल्पना मरहट्टा	सदस्य	
५.	न्हुच्छेलाल महर्जन	सदस्य	
६.	हरिकेशब अधिकारी	सदस्य	
७.	शैलेश चन्द्र बराल	सदस्य सचिव	

बैठकमा प्रस्तुत गरिएका प्रस्ताव तथा निर्णयहरू

- १) इन्टर्नमा राखिएका बियार्थी कर्मचारीहरूको सम्बन्धमा ।
- २) २०८२ सालको खेलकुद सप्ताह सम्पन्न गर्नको लागि समिति गठन गर्ने सम्बन्धमा ।
- ३) कोटेश्वर प्रहरी प्रभाग र ट्राफिक कार्यालय पुनर्निर्माणमा सहयोग गर्ने सम्बन्धमा ।
- ४) Non-Credit course संचालन गर्ने सम्बन्धमा ।
- ५) देबराज उपाध्यायलाई पूर्णकालीन सेवा सुविधा प्रदान गर्ने सम्बन्धमा ।
- ६) विविध ।

प्रस्ताव न. १ माथि छलफल गर्दा कार्यकारी समितिको मिति २०८१/१०/१५ को निर्णय अनुसार नियुक्त भएका इन्टर्न कर्मचारीहरूलाई कार्यकारी समितिको मिति २०८१/१०/२८ को सिफारिश अनुसार संचालक समितिको मिति २०८१/११/११ को निर्णय अनुसार रु. ६,०००/- दिने निर्णय भए





अनुसार भुक्तानी दिंदै आइएकोमा उनीहरुको सम्झौता अनुसारको छ महिना नाघिसकेको र इन्टर्नका कर्मचारीहरुबाट जिम्मेवारीबाट मुक्त गरिदिनु भन्ने आएको तर हाल संस्थामा कर्मचारीको अभाव रहेकोले अरु कर्मचारी भर्ना नगरुन्जेल एथास्थानमा काम गरिदिन अनुरोध गरिए अनुसार उनीहरुलाई पुनः काम गराइएको | तर पुन काम गराइएको चार महिनासम्म पनि कर्मचारी भर्ना गर्न नसकिएको र कर्मचारी पनि अत्यावश्यक भएकोले २०८२ मंसिर महिनाबाट तिनै इन्टर्न कर्मचारीहरुलाई नै सहायक स्तरको आधार तलब पारिश्रमिक को रुपमा करारमा कर्मचारी भर्ना नगरुन्जेल प्रदान गर्ने निर्णय गरियो |

प्रस्ताव न. २ माथि छलफल गर्दा २०८२ सालको पौष २३-२७ सम्म हुने खेलकुद सप्ताह प्रभावकारी रुपमा सम्पन्न गर्नको लागि देहाय बमोजिमको खेलकुद समिति गठन गर्ने निर्णय गरियो |

१. संयोजक - प्रकाश पोखरेल
२. सह संयोजक - किशोर ढकाल
३. सदस्य - महेन्द्र प्रसाद ढकाल
४. सदस्य - उषा शाह
५. सदस्य - सुशिला राइ
६. सदस्य - हरिकेशब अधिकारि
७. सदस्य - संजय बुढाथोकी
८. सदस्य - सरोज रायमाझी
९. सदस्य - सागर पराजुली

साथै खेलकुद सप्ताह सम्पन्न गर्नको लागि गर्नु पर्ने सम्पूर्ण काम गर्ने अधिकार पनि उक्त समितिलाई दिने निर्णय गरियो |

प्रस्ताव न. ३ माथि छलफल गर्दा कोटेश्वोर प्रहरी प्रभाग र ट्राफिक कार्यालय पुनर्निर्माणमा सहयोग गर्न पुनर्निर्माण समितिबाट माग भएको र उक्त प्रभागको र ट्राफिक कार्यालयको छिटो भन्दा छिटो पुनर्निर्माण हुनु हाम्रो लागि पनि अत्यावश्यक भएकोले प्रहरी प्रभागको लागि रु. पचास हजार क्याम्पसको तर्फबाट र ट्राफिक कार्यालयको लागि रु. तिस हजार कोटेश्वोर बहुमुखी क्याम्पस स्ववियु को तर्फबाट सहयोग स्वरूप प्रदान गर्ने निर्णय गरियो |

प्रस्ताव न. ४ Non-Credit course संचालन गर्ने सम्बन्धमा छलफल गर्दा संचालक समितिको मिति २०८१-०२-१० गतेको Non-Credit course संचालन गर्ने निर्णय अनुसार यस वर्ष BBS मा अध्यायनरत बिद्यार्थीहरुलाई रोजगारसंग जोड्ने सिलसिलामा Professional Accounting Training यही मिति २०८२-०९-२७ देखि २०८२-१०-२१ सम्म दिनको दुइ घन्टाको दरले ४८ घन्टा संचालन गर्ने निर्णय गरियो

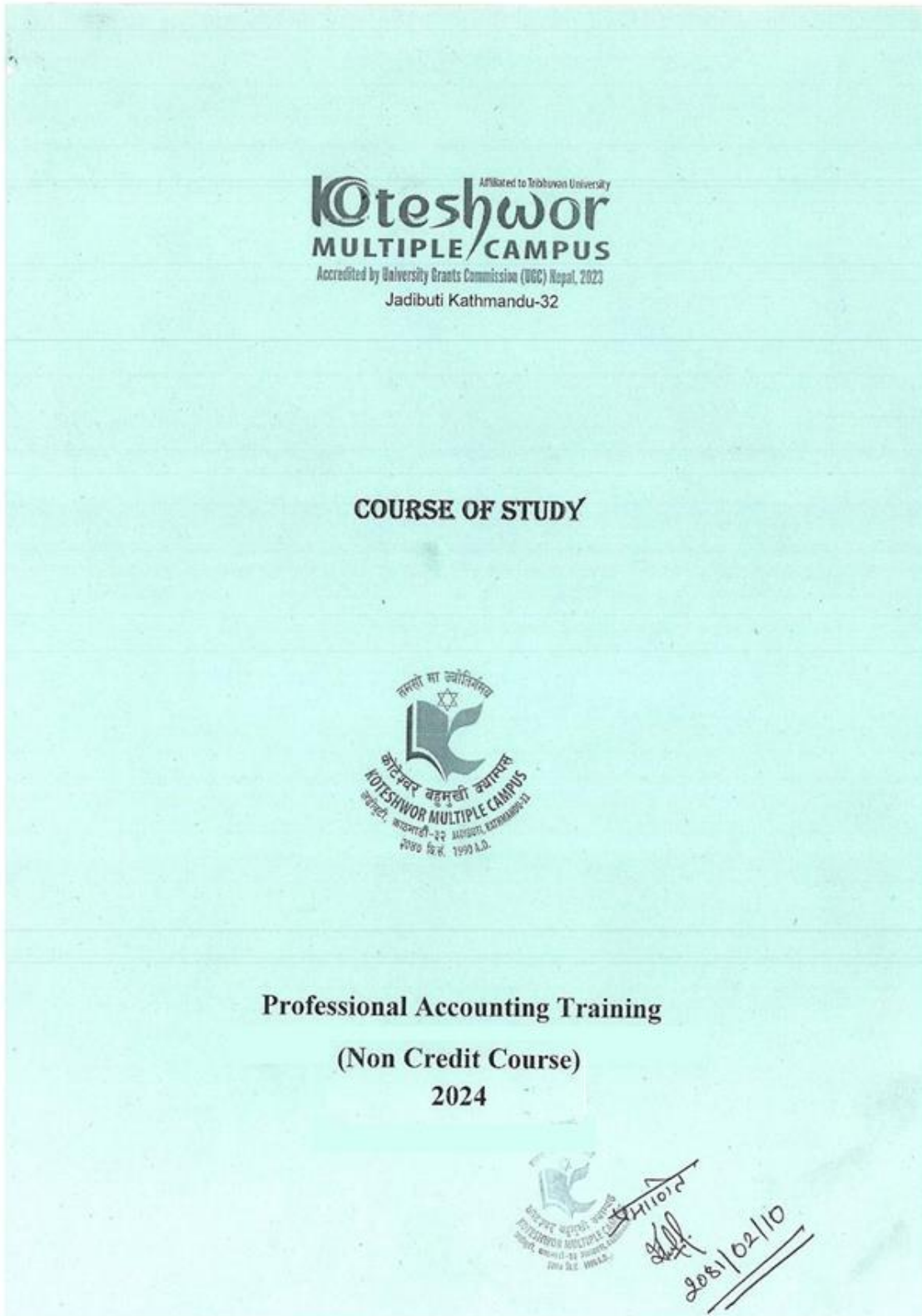


साथै उक्त Training संचालन गर्नको लागि संयोजकको रुपमा व्यवस्थापन विभागका विभागीय प्रमुख श्री शुरेस पोखरेललाई जिम्मेवारी दिने निर्णय गरियो | उक्त Training को पाठ्यक्रमपनि यसै Minute संगै संलग्न गरिएको छ |

प्रस्ताव न. ५. देबराज उपाध्यायलाई पूर्णकालीन सेवा सुबिधा प्रदान गर्ने सम्बन्धमा छलफल गर्दा निजले २०८१-०८-०१ देखि २०८२-०१-१५ सम्म स्वास्थ्य समस्याका कारण बेतलबी बिदा लिनु भएको र तत्पश्चात आफ्नो अध्यापन कार्य निरन्तर रुपमा गर्नु भए पनि बिधान अनुसार पूर्णकालीन शिक्षकको न्यूनतम दिनको चार वटा कक्षा भार हुनुपर्ने मा २०८२-०८-०१ बाट मात्र उक्त कक्षा भार पुर्याउन सकिएकोले निजलाई मंसीर महिनाबाट पूर्णकालीन सेवासुबिधा उपलब्ध गराउने निर्णय गरियो |

प्रस्ताव न. ६. बिबिध माथि छलफल गर्दा बागमती प्रदेश सामाजिक बिकास मन्त्रालय बाट प्राप्त भएको रु. पचास लाख अनुदान सरकारको निर्णय अनुसार तिस प्रतिसतले कटौती भएकोले उक्त कटौती भएको तिस प्रतिसत घटाएर रु. पैंतीस लाख बराबरको हुने गरि पुन प्रस्ताव पेस गर्न मौखिक रुपमा भनिएकोले सोहि अनुसार हुने गरि प्रस्ताव बनाउने र सोहि अनुसारको रकम माग गर्ने गरि पत्र तयार गर्ने निर्णय गरियो |

Annex 1.2 Non-credit courses aligned with climate change



Course of Study

Subject Title: Accounting Training

Learning Hours: 48 LHrs

Introduction

The **Accounting Training** is a 48-hour, non-credit course designed to equip Bachelor's and Master's students of Business Studies with hands-on, practical accounting skills that directly complement the theoretical foundations provided by the Faculty of Management (FOM), Tribhuvan University (TU). Aligned with the objective of developing competent accountants for any sector, the course covers essential topics such as bookkeeping, preparation of financial statements, basic VAT and TDS procedures, and the use of MS Excel and Tally software for professional accounting practice. Guided by experienced Chartered Accountants and accounting practitioners, learners not only gain in-depth knowledge of everyday financial operations but also benefit from a robust, practice-oriented approach that addresses real-world challenges. The training necessitates a well-equipped computer lab for interactive sessions, ensuring students can seamlessly apply learned concepts to practical scenarios. Ultimately, this program bridges the gap between job market demands and academic proficiency, enhancing graduates' employability and enabling them to thrive in Nepal's competitive labor market.

Course objective:

This course is specially designed for the students of Bachelors and Master of Business Studies, to meet the program objective of FOM, TU i.e. to develop students into competent accountant for any sector of organized activity.

The course is based on practical accounting treatment of regular financial activities of business entity. It includes procedure of Book Keeping, Preparation of Financial Statements, Basic knowledge of VAT and TDS as well as common use of MS Excel and Tally for accounting.

This course specially attempts to:

- ✓ Equip the students with the required practical and conceptual knowledge of Accounting.
- ✓ Develop knowledge of handling MS Excel independently.
- ✓ Develop knowledge of handling business accounting software 'Tally' as a professional.
- ✓ Enhance the career of the student as a professional accountant of a business entity.

A. Accounting and Reporting:

- 1. Concept of Accounting and Basic Accounting Terminology** **2 LH**
Accounting and its necessity in modern business entity
Knowledge of industry and business entity
Accounting Concept
Chart of Accounts and classification of account head
Documentation and filing

- 2. Preparations of voucher and ledgers.** **12 LH**
Generating and issuing of Sales Invoice.
Identification of nature of transaction- Sales, Purchases, Expenses, etc.
Book-keeping through issue of various vouchers- Sales voucher, Purchase Voucher,

Payment voucher, Receipt voucher, Contra Voucher and Journal voucher.
 Calculation of depreciation and maintaining fixed asset-
 Register Carry forward of closing balance to opening
 balance Preparation of Bank Reconciliation statement
 Verification and reconciliation with vendor ledger
 Preparation of Stock Ledger

**3. Value Added Tax (VAT) record and its requirements under VAT Act, regulation
 2 LH**

Maintaining Purchase and Sales
 register. E-filing of VAT

4. Tax Deduction at Source (TDS) Rules and Procedures. 3 LH

Deduction of TDS on
 payment Preparation of
 Salary sheet Filing of E-
 TDS

**5. Use on Excel Spreadsheet in Accounting and Preparation of Financial Statement
 3 LH**

General formulas and utilities of MS Excel

**6. Preparation of Financial Statements. 10
 LH**

Reviewing trial balance and adjustment entry.

Preparation of Financial Statement (Balance sheet, Profit & Loss Account and Cash Flow Statement with
 required annexes) of small and medium scale organization in Excel spreadsheet.

7. Environmental Taxes 3 LH

Introduction of Environmental Taxes, Types of environmental Taxes (pollution fees, vehicle taxes etc.),
 Provision of environmental taxes, practices of environmental taxes, Environmental Audit

**B. Tally Accounting Software 13
 LH**

Create
 Company
 Entry of
 Voucher
 Display tools
 Transfer of
 Data

Instruction pattern and Requirements:

Instruction Pattern:

The course practically handled by accounting experts in related filed i.e. Chartered Accountant
 and Accounting practitioner. Classes can be handled in any language (Nep/Eng) according to
 the need of the institution. The sessions will be conducted on practical basis as per topic
 requirement.

Generally financial reporting is the part of CA and other accounting practices is done in a
 special invigilation of Accounting Expert and professional, and in case of Accounting Software,
 instructed by Tally practitioner. So student can catch the various accounting knowledge in

each and every side of practical aspects.

Requirement:

Institution (College) must require an equipped computer lab with minimum capacity of 20 student, at least ten computers (a computer for two students), projector as well as white (Marker)/Smart Board. Required training materials will be provided by the trainer itself with exclusive copyright, although institution may make needful changes (in case of design and layout, but not in content) with a prior consent of the trainer.

Finally;

Management is a versatile subject. Day by day organizations' offer job vacancies with handsome amount of salary in the field of accounting but our graduates are facing joblessness due to lack of practical knowledge. This course fulfills the gap between job provider and job seeker, so our graduate feels easy to get the job in Nepalese labour market.

कोटेश्वर बहुमुखी क्याम्पस सञ्चालक समिति

एघारौं बैठक



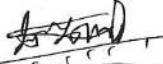


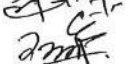

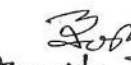
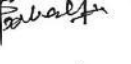




बिहिबार, १० जेठ, २०८१ (२३ मई, २०२४)

अध्यक्षता : श्री रामबाबु नेपाल

समय : बिहान : ७:३० बजे

स्थान : क्याम्पस बैठक कक्ष, का.म.न.पा.-३२, जडीबुटी

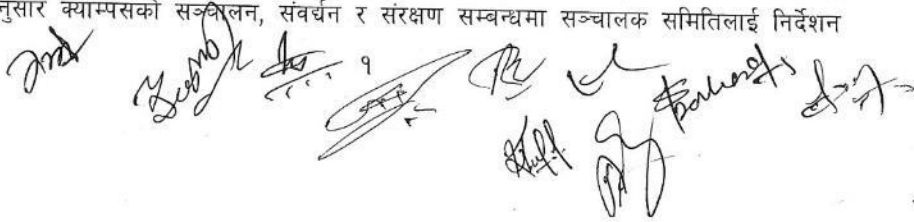
उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	रामबाबु नेपाल	अध्यक्ष	
२.	डा. सावित्री श्रेष्ठ	उपाध्यक्ष	
३.	प्रद्युम्नकुमार पोखरेल	कोषाध्यक्ष	
४.	नवराज पराजुली	सदस्य	
५.	विश्वम्भरकृष्ण पराजुली	सदस्य	
६.	जनार्दन अधिकारी	सदस्य	
७.	लेखनाथ घिमिरे	सदस्य	
८.	रत्नकुमार श्रेष्ठ	सदस्य	
९.	सुवर्णकुमार कर्माचार्य	सदस्य	
१०.	अर्जुन पराजुली	सदस्य	
११.	श्री सुरेश कुमार पोखरेल	सदस्य	
१२.	ई. राम भारती	सदस्य	
१३.	गोविन्दबहादुर कार्की	सदस्य-सचिव	

बैठकमा प्रस्तुत गरिएका प्रस्ताव तथा निर्णयहरू

१. कोटेश्वर बहुमुखी क्याम्पसको क्याम्पस सभाको गठन गर्ने तथा क्याम्पस सभा आयोजन गर्ने मिति तोक्ने सम्बन्धमा । ।

निर्णय : प्रस्ताव नं. १ माथि छलफल गर्दा कोटेश्वर बहुमुखी क्याम्पसको विधान, २०७६ को दफा ७ को प्रावधान अनुसार क्याम्पसको सञ्चालन, संवर्धन र संरक्षण सम्बन्धमा सञ्चालक समितिलाई निर्देशन



		भण्डारी	
७६.	"	ओमकृष्ण श्रेष्ठ	"
७७.	"	मदन बहादुर के.सी.	"
७८.	"	भुमादेवी श्रेष्ठ	शिक्षक
७९.	"	हरिबहादुर बस्नेत	वडा सदस्य
८०.	"	भगवान बुढाथोकी	"
८१.	"	भूपनाथ शर्मा	स्थानीय
८२.	"	निरा कर्माचार्य	
८३.	"	रामशरण बाँहोरा	"
८४.	"	कृष्ण दाहाल	"
८५.	"	मदन शिवाकोटी	"
८६.	"	अनूप श्रेष्ठ	शिक्षाविद
८७.	"	होमनाथ अर्याल	स्थानिय समाजसेवी
८८.	"	ई. कृष्ण प्रसाद गुरागाई	पूर्व प्रहरी नायव महानिरीक्षक
८९.	"	प्रा. सुधा श्रेष्ठ	
९०.	"	दिपक नेपाल	
९१.	"	कमल सुवेदी	

साथै क्याम्पस सभाको बैठक यहि मिति : २०८१/०३/०८ गते शनिवारका दिन बिहान ११:०० बजे क्याम्पस सभाहलमा सम्पन्न गर्ने निर्णय गरियो ।

२. क्याम्पसमा अध्ययनरत व्यवस्थापन सङ्काय अन्तर्गत स्नातक तथा स्नातकोत्तर तहका विद्यार्थीहरूका लागि तयार पारिएको Professional Accounting Training Package सम्बन्धी Non-credit course को पाठ्यक्रम स्वीकृत गर्ने सम्बन्धमा ।

निर्णय : प्रस्ताव नं. २ माथि छलफल गर्दा क्याम्पसमा अध्ययनरत व्यवस्थापन सङ्काय अन्तर्गत स्नातक तथा स्नातकोत्तर तहका विद्यार्थीहरूका लागि व्यवहारीक तथा व्यवसायीक ज्ञान दिन व्यवस्थापन विभागले सम्बन्धित विषयका विज्ञबाट तयार तयार पारिएको Professional Accounting Training Package सम्बन्धी Non-credit course को पाठ्यक्रम समितिमा पेश भएको छ । यो पाठ्यक्रमलाई स्वीकृत गर्ने निर्णय गरियो । साथै यो पाठ्यक्रम कार्यान्वयनका लागि क्याम्पस प्रशासनलाई निर्देशन दिने निर्णय भयो ।

३. खाता बन्द गर्ने सम्बन्धमा ।

निर्णय : प्रस्ताव नं.३ माथि छलफल गर्दा कोटेश्वर बहुमुखी क्याम्पसको चमेनागृह भवन निर्माण गर्ने क्रममा कोटेश्वर बहुमुखी क्याम्पस चमेनागृह भवन निर्माण उपभोक्ता समिति गठन भई निर्माण भएको थियो । उक्त उपभोक्ता समिति काठमाडौं महानगरपालिका वडा नं. ३२ मा दर्ता भई आन्तरिक करदाता सेवा कार्यालय कोटेश्वरबाट स्थायी लेखा नम्बर प्राप्त गरी सो कार्यालयमा समेत दर्ता भएको थियो । आर्थिक कारोवारको लागि सिटिजन्स इन्टरनेशनल बैंक कोटेश्वर शाखामा खाता खोलिएको थियो । वडा नं. ३२ र राजश्व कार्यालयमा नियमपूर्वक उपभोक्ता समिति बन्द गरिएकोले सिटिजन्स इन्टरनेशनल बैंक

आज मिति २०८०/११/१३ गते कोषेश्वर बहुमुखी क्याम्पस ठयावस्थापन सङ्कायको बैठक विभागीय प्रमुख, श्री खिमानन्द कोइरालाको अध्यक्षतामा बसी निम्न निर्णय गरियो।

उपस्थिति

- | | | | |
|-----|---------------------------|---------------------------|---|
| १) | विभागीय प्रमुख, | श्री खिमानन्द कोइराला, | १ |
| २) | क्या. प्र. | श्री गोविन्द ब. कार्की | |
| ३) | सं. क्या. प्र. | श्री सुमन पोखरेल, | १ |
| ४) | सं. क्या. प्र. | श्री धिरज लुहाथोकी | |
| ५) | विभागीय प्रमुख | श्री प्रकाश पोखरेल, | ५ |
| ६) | सदस्यहरु | श्री रेशम पौडेल | |
| ७) | " " | श्री सुरेश पोखरेल | |
| ८) | " " | श्री शैलसुन्दर बराल | |
| ९) | " " | श्री श्याम प्रसाद भट्टराई | १ |
| १०) | " " | श्री देवराज भट्टराई | १ |
| ११) | " " | श्री तेज प्रसाद दाहाल | १ |
| १२) | " " | श्री किशोर ढकाल | |
| १३) | " " | श्री गुणराज न्यौपाने | १ |
| १४) | " " | श्री राकेश लठुकार | १ |
| १५) | " " | श्री बद्धी प्रसाद उप्रेती | १ |
| १६) | " " | श्री मिनराज लामिहाने | १ |
| १७) | " " | श्री राजमणि दाहाल | |
| १८) | " " | श्री किशोर लुइटेले | १ |

प्रस्तावहरुः-

- १) पाठ्यक्रम निर्माण सम्बन्धमा।
- २) विविध,

निर्णयहरुः

प्रस्ताव नं. १ माथि हलफल गर्दा ठयावस्थापन सङ्कायका विद्यार्थीहरुलाई वर्तमान बजारको आवश्यकता अनुसारको जनशक्ति उत्पादनका लागि

आवश्यक पत्र "Non credit course" professional
Accounting का लागि पाठ्यक्रम निर्माण गर्न मिति
२०८०/११/१३ गते देखि मिति २०८१/०१/१३ गते सम्म
सिक्क महिना ७ कार्य सम्पन्न हुने गरी निम्न उप-प्रा-
ध्यापकज्यूहरूलाई कार्यभार सम्पन्न हुने गरी
सुम्पने निर्णय गरियो। १) श्री चिरञ्जु बुढाथोकी,
२) श्री सुरेश पोखरेल ३) श्री प्रकाश पोखरेल,
प्रस्ताव नं. २ माथि कलफल ठेका विविध विष-
यमा कुनै पनि विषय नभएकोले आजको
बैठक हाइजरको रूप

Budget for Soft Skill Program

कोटेश्वर बहुमुखी क्याम्पस सञ्चालक समिति

चौथो बैठक (आ.व. २०८०/०८१)

बुधवार, १७ असोज, २०८० (४ अक्टोबर, २०२३)

अध्यक्षता : डा. सावित्री श्रेष्ठ

समय : दिउँसो : २:०० बजे

स्थान : क्याम्पस बैठक कक्ष, का.म.न.पा.-३२, जडीबुटी

उपस्थिति

क्र.सं.	नाम थर	पद	हस्ताक्षर
१.	डा. सावित्री श्रेष्ठ	उपाध्यक्ष	
२.	प्रद्युम्नकुमार पोखरेल	कोषाध्यक्ष	
३.	हरि बस्नेत	सदस्य	
४.	विश्वम्भरकृष्ण पराजुली	सदस्य	
५.	जनार्दन अधिकारी	सदस्य	
६.	लेखनाथ घिमिरे	सदस्य	
७.	रत्नकुमार श्रेष्ठ	सदस्य	
८.	सुवर्णकुमार कर्माचार्य	सदस्य	
९.	प्रा.डा. जीवनकुमार भट्टराई	सदस्य	
१०.	अर्जुन पराजुली	सदस्य	
११.	श्री सुरेश कुमार पोखरेल	सदस्य	
१२.	ई. राम भारती	सदस्य	
१३.	गोविन्दबहादुर कार्की	सदस्य-सचिव	

बैठकमा प्रस्तुत गरिएका प्रस्ताव तथा निर्णयहरू

१. कोटेश्वर बहुमुखी क्याम्पसको आ.व. २०८०/०८१ का लागि प्रक्षेपण गरिएको कार्यक्रम तथा बजेट पारित गर्ने सम्बन्धमा ।

कोटेश्वर बहुमुखी क्याम्पसको आ.व. २०८०/०८१ का लागि प्रक्षेपण गरिएको वार्षिक कार्यक्रम तथा बजेट छलफल गरी पारित गर्ने निर्णय गरियो । पारित गरिएको बजेटको कुल आम्दानी, कुल खर्च तथा आम्दानी र खर्चको फरकबाट हुने खुद बचतको विवरण देहायमोजिम रहेको छ ।

(Handwritten signatures and notes)

Schedule-6

Academic Expenses					
TU Exam/Reg	4700000	4609750	3901352	3428499	4000000
Program Exp.(Annual & Other)	200000	31625	2667000	6,16,747.50	650000
Internal & Terminal Exam Exp.	1000000	813112		551891	600000
Skill Development & Refreshment Training (Lecture & Staff)	0	0		0	50000
Scholarship	1900000	1996450		10,36,100.00	1500000
Educational tour & Practical	1000000	1015812		1186896	1350000
Remidial Class	0	0		50000	200000
Membership Renewal / Faculty Renewal	35000	34000		116500	165000
QAA Program Exp.	150000	118235		3,26,740.87	350000
New academic program affiliation deposit and expenses	0	0		0	2000000
RMC Activities	2000000	1008849		1149577	2950000
Teacher/Staff Welfare Exp.	25000	0		0	25000
Orientation Exp.	210000	206800		1,59,041.00	250000
Academic Activities of six departments	0	0		0	200000
Monthly Co- curricular Activities	0	0		0	300000
Soft Skill Training & Non credit Course for Students	0	0		0	500000
E-Library Exp.(Automation/Renewal/Training)	15000	12170		56000	30000
First Aid Medicine & Accessories	75000	50246		0	50000
Students Annual Activities	0	0		0	200000
Total	11310000	9897049		6539363	15370000

Schedule-7


Capital Expenditure					
Books for Library Expenses	1100000	401898		1,32,318.00	1680000
Furniture & Fixture	500000	1867428		801570	820000
Construction of Building & Other	0				0
Computer & Electronic Machine	400000	2537020		3,23,722.00	700000
Power Backup System					250000
C C camera					500000
Total	2000000	5606346		1601570	3950000

Schedule-8

Other expenditure					
Miscellaneous Exp.(Tie & T Shirt Purchase)	150000	336990		85510	150000
Extra curriculum Activities(Sport, Other)	250000	223400		205862	250000
Engineering Consultant Fee	350000	50000		169500	350000
Plantation (Flower & Other) A/C	0	0		10000	0
Misc. & Extraordinary Exp.	0	0		22278	0
Total	750000	610390		493150	750000

Notice for Non Credit Course

त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त
कोटेश्वर
बहुमुखी क्याम्पस
विश्वविद्यालय अनुदान आयोगबाट गुणस्तर प्रत्यायनकृत, २०८०



कोटेश्वर बहुमुखी क्याम्पस
KOTESWOR MULTIPLE CAMPUS
जडीबुटी, काठमाडौं-३२, नेपाल, काठमाडौं
२०७२ वि.सं. १९९० A.D.

Affiliated to Tribhuvan University
Koteswor
MULTIPLE CAMPUS
Accredited by University Grants Commission (UGC) Nepal, 2023

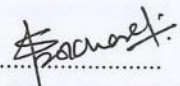
मिति: २०८२/०९/१

सम्पूर्ण सम्बन्धित विद्यार्थीहरु

विषय: Non Credit Course - Professional Accounting Training (48 hrs) मा सहभागी हुन आवेदन दिने सम्बन्धमा ।

महोदय,

प्रस्तुत विषयमा यस क्याम्पसबाट सञ्चालित हुने **Non Credit Course - Professional Accounting Training (48 hrs)** मा सहभागी हुन ईच्छुक विद्यार्थीहरुले व्यवस्थापन विभागबाट आवश्यक फाराम भरी २०८२ पौष १५ गते सम्म आवेदन दिन हुन यो सूचना प्रकाशित गरिएको छ ।


.....
सुरेश पोखरेल :
संयोजक

सम्पर्क ठेगाना:
जडीबुटी, काठमाडौं-३२, नेपाल
फोन : ०१-४५५२५५०, ५५९८३०१
www.kotesworcampus.edu.np

Contact Address:
Jadibuti, Kathmandu-32, Nepal
Tel.: 01-4992950, 5918301
www.facebook.com/koteswor.mc

Application form for Non credit course



विभूषण विद्याविद्यालयबाट सम्बन्धन प्राप्त
कोटेश्वर
बहुमुखी क्याम्पस
विश्वविद्यालय अनुदान आयोगबाट गुणस्तर प्रत्यायनकृत, २०८०
जडिबुटी, काठमाडौं

श्रीमान् संयोजक ज्यू
व्यवस्थापन विभाग,
कोटेश्वर बहुमुखी क्याम्पस,
जडीबुटी, काठमाडौं ।



विषय: Non Credit Course - Professional Accounting Training (48 hrs) मा सहभागी हुने ।

महोदय,

प्रस्तुत विषयमा यस क्याम्पसबाट सञ्चालित हुने Non Credit Course - Professional Accounting Training (48 hrs) मा म यस क्याम्पसको नियमित विद्यार्थी भएकोले सहभागी गराईदिन हुन विनम्र अनुरोध गर्दछु ।

विवरण

१. नाम थर (देवनागिरीमा) : सविता उप्रेती

Name (in Block Letters) : SABITA UPRETI

२. ठेगाना : Pe Chaunsideurali, kavrepalanchok, (Now, pepsicola, ktm)

३. त्रि.बी रजिष्ट्रेशन नं : 7-2-279-583-2023

४. तह : Bachelor

५. वर्ष : Third (3rd)

६. आधारभूत कम्प्युटर तालिम भए नभएको : Yes, I have

७. यस कोर्समा सहभागी हुनुको उद्देश्य : Accounting practical knowledge

दस्तखत : Saba

मिति : 2082/09/07

मिति: २०८२/०९/२०

सम्पूर्ण सम्बन्धित विद्यार्थीहरु

विषय: Non Credit Course - Professional Accounting Training (48 hrs) मा छनौट भएका विद्यार्थीहरुको नामावली प्रकाशन सम्बन्धमा ।

महोदय,

प्रस्तुत विषयमा यस क्याम्पसबाट सञ्चालित हुने Non Credit Course - Professional Accounting Training (48 hrs) मा सहभागि हुन ईच्छुक विद्यार्थीहरुले २०८२ पौष १५ गते सम्म भरेको फारामको आधारमा निम्नानुसार विद्यार्थीहरु छनौट भएकोले छनौट भएका विद्यार्थीहरुलाई २०८२ पौष २७ गते विहान ७:०० बजे परिचयपत्र सहित क्याम्पसहलमा उपस्थित हुन सूचित गरिन्छ ।

छनौट भएका विद्यार्थीहरु

SN	Name of Student	Level	Year
1	Samjhana Rawat	Bachelor	Third Yr
2	Karan Thakurathi	Bachelor	Third Yr
3	Bikal Prasad Bhattarai	Bachelor	Third Yr
4	Sandip Panday	Bachelor	Third Yr
5	Anisha Kumari Singh	Bachelor	Third Yr
6	Sarmila Kathayat	Bachelor	Third Yr
7	Purnika Rawal	Bachelor	Third Yr
8	Shova Bhattarai	Bachelor	Third Yr
9	Sushma Adhikari	Bachelor	Third Yr
10	Prabina Bhandari	Bachelor	Third Yr
11	Reshma Lamsal	Bachelor	Third Yr
12	Elija Kafle	Bachelor	Third Yr

कोटेश्वर बहुमुखी क्याम्पस
 KOTESHWOR MULTIPLE CAMPUS
 जडिबुटी, काठमाडौं-३२, नेपाल, Kathmandu-32
 २०७३ फे.म. १९९९A.B.

सम्पर्क ठेगाना:

जडीबुटी, काठमाडौं-३२, नेपाल

फोन : ०१-४५५२५५०, ५५९८३०९

www.koteshworcampus.edu.np

info@koteshworcampus.edu.np

Contact Address:
 Jadibuti, Kathmandu-32, Nepal
 Tel.: 01-4992950, 5918301

www.facebook.com/koteshwor.mc

त्रिभुवन विश्वविद्यालयबाट सम्बन्धन प्राप्त

कोटेश्वर बहुमुखी क्याम्पस

विश्वविद्यालय अनुदान आयोगबाट गुणस्तर प्रत्यायनकृत, २०८०



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Koteswori MULTIPLE CAMPUS

Accredited by University Grants Commission (UGC) Nepal, 2023

13	Shakti Rai	Bachelor	Third Yr
14	Khagendra Karki	Bachelor	Third Yr
15	Namrata Khadka	Bachelor	Third Yr
16	Gajendra Kumai	Bachelor	Third Yr
17	Sabita Upreti	Bachelor	Third Yr
18	Suva Mani Rai	Bachelor	Third Yr
19	Akendra Bhul	Bachelor	Third Yr
20	Kabita Oli	Bachelor	Third Yr
21	Hari Khatri	Bachelor	Third Yr
22	Alina Timilsina	Bachelor	Third Yr
23	Asmita Tharu	Bachelor	Third Yr
24	Mika Sarki	Bachelor	Third Yr
25	Susmita Basnet	Bachelor	Third Yr
26	Elisa Shrestha	Bachelor	Third Yr
27	Janaki Bhatta	Bachelor	Third Yr
28	Bipana Shrestha	Bachelor	Third Yr
29	Bipana Kafle	Bachelor	Third Yr
30	Dambar Kala Budha	Bachelor	Third Yr
31	Rita Pakyal	Bachelor	Third Yr
32	Binita Ghimire	Bachelor	Third Yr
33	Karun Poudel	Bachelor	Third Yr
34	Bigisha Giri	Bachelor	Third Yr
35	Diwakar Gupta	Bachelor	Third Yr

[Signature]

सुरेश पोखरेल

संयोजक



सम्पर्क ठेगाना:

जडीबुटी, काठमाडौं-३२, नेपाल

फोन : ०१-४५२२५५०, ५५१८३०१



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www.facebook.com/koteswor.mc

Contact Address:

Jadibuti, Kathmandu-32, Nepal

Tel.: 01-4992950, 5918301

Professional Accounting Training
Two Hours Per Day (Theory and Practical)

From 2082.09.27 to 2082.10.21 (9:30 AM- 10:30 Theory, 10:30-11:30 Practical)

SN	Name of Student	27	28	29	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	1	19	20	21
1	Samjhana Rawat	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR
2	Karan Thakurathi	KT	KT	KT	-	-	-	KT	KT	KT	KT	KT	-	-	KT	KT	KT	KT	KT	KT	KT	KT	KT	KT	KT
3	Bikal Prasad Bhattarai	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP	BP
4	Sandip Panday	SP	SP	SP	SP	SP	SP	SP	SP	-	-	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP
5	Anisha Kumari Singh	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS
6	Sarmila Kathayat	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK	SK
7	Purnika Rawal	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR	PR
8	Shova Bhattarai	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB
9	Sushma Adhikari	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA
10	Prabina Bhanolari	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB
11	Roshmal Lamsal	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL

From 2082.09.27 to 2082.10.21 (9:30 AM- 10:30 Theory, 10:30-11:30 Practical)

SN	Name of Student	27	28	29	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
12	Elija Kafle	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>	<i>Elija</i>
13	Shakti Rai	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>	<i>Shakti</i>
14	Khagendra Karki	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>	<i>Khagendra</i>
15	Namrata Khadka	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>	<i>Namrata</i>
16	Gajendra Kumai	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>	<i>Gajendra</i>
17	Sabita Upreti	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>	<i>Sabita</i>
18	Suva Mani Rai	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>	<i>Suva</i>
19	Akendra Bhul	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>	<i>Akendra</i>
20	Kabita Oli	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>	<i>Kabita</i>
21	Hari Khatri	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>	<i>Hari</i>
22	Alina Timilsina	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>	<i>Alina</i>

Professional Accounting Training
Two Hours Per Day (Theory and Practical)

from 2082.09.27 to 2082.10.21 (9:30 AM- 10:30 Theory, 10:30-11:30 Practical)

Name of Student	27	28	29	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	1	19	20	21
23 Asmita Tharu										absent														
24 Mika Sarki	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	-	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
25 Susmita Basnet	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
26 Elisa Shrestha	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
27 Janaki Bhatta	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
28 Bipana Shrestha	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
29 Bipana Kafle	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	-	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
30 Dambar Kala Budha	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
31 Rita Pakwal	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
32 Binita Ghimire	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr
33 Karun Poudel	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr	Pr

Certificate Sample



प
बैठक

मिति : 20/02/2022
उपस्थापन समितिकी बैठक
स्थान : क्याम्पस सभा हल
समय : बिहान 10:00 बजे

उपस्थिति :

- 1) श्री सुरेशा पौरवरेल : विभागीय प्रमुख
- 2) श्री प्रकाश पौरवरेल : वि.स.डि. क्याम्पस प्रमुख
- 3) श्री शशि चन्द बराल : स. क्याम्पस प्रमुख
- 4) श्री बिरज बुढाथोकी : सम.डी.एस प्रमुख
- 5) श्री श्याम प. झट्टरबिः
- 6) श्री विमानन्द कोइराला :
- 7) श्रीमती टैठिकावती न्यौपाने :
- 8) श्री लैज प्रसाद थाहाल :
- 9) श्री विनोद अधिकारी :
- 10) श्री मिनुराज लामिछाने :
- 11) श्री किशोर ढकाल :
- 12) श्री पुनराज न्यौपाने :
- 13) श्री किशोर लुब्दल :
- 14) श्री शकेश लुब्दल :
- 15) श्री बडी प्रसाद उप्रेती :
- 16) श्री डामविमोद नेपाल :
- 17) श्री डा. केशवराज पन्थि :
- 18) श्री रमेश के.सी. :
- 19) श्री सुधीप गडतोला :
- 20) श्री भरत विमिरे :
- 21) श्री केशव राज पन्थि :
- 22) श्री ~~सुधीप गडतोला~~ गुण्डाचामपात्र
- (23) श्री निरोड त्रेपक
- 24) श्री ~~सुधीप गडतोला~~ प्र. रविविमा
- 25) श्रीमती समता पाण्डे

प्रस्ताव

१. Professional Accounting Training (48 hrs)

Non credit Course सम्पूर्ण भर्षा सम्बन्धमा ।

२. BBS 4th year को Report तयारी सम्बन्धमा ।

३. विविधा

निर्णय

निर्णय नं १ : प्रस्ताव नं १ उपर्युक्त जस्ता यस व्यावसायिक
मिति २०८२/११/२६ गते वार सञ्चालित Non credit

Course २०८२/११/२६ सम्म सञ्चालित भई सम्पादन

भर्यो हु । कुल तालिममा ३२ जना सहभागी भएर ३१ जना

प्रमाणपत्र प्राप्त गर्नु भएछ । अनुपस्थित १ जनाको

स्वास्थ्यको कारण उपस्थित हुन नसकेको उल्लेख

जानकारी भर्यो हु । यस कार्यक्रममा सहभागिता गर्नुहुने

का लागि प्रोत्साहन गरिएको रिमलाई हार्किंग आचार

सम्बन्धमा सम्बन्धित गर्ने सफलतापूर्वक तालिम सम्पन्न गर्ने

विद्यार्थी भन्दा पहिलेदेखि हार्किंग ध्यानमा राखेर

प्रविष्टि गर्न सकिने गरियो ।

निर्णय नं २ : BBS 4th year को रिपोर्ट तयारी सम्बन्धमा

विद्यार्थीहरूलाई पुनः सूचित गर्ने र प्रस्तावना अध्ययनमा

अनुसन्धानमा अभिलेखित गर्ने निर्णय गरियो ।

३. इलाकाको अध्ययन विषय सम्बन्धित गर्ने सम्बन्धमा

गरियो ।

1. Introduction

Koteshwor Multiple Campus (KMC), located in Koteshwor, Kathmandu, is one of the prominent community-based academic institutions committed to providing quality higher education in Nepal. Since its establishment, the campus has played an important role in expanding access to affordable and career-oriented education for students from diverse socio-economic backgrounds. Affiliated with Tribhuvan University, the campus offers various academic programs designed to develop students' theoretical knowledge, practical skills, and professional competencies necessary for success in both national and international contexts.

The campus offers undergraduate and graduate programs in disciplines such as Management, Humanities, Social Work, and other relevant fields. Programs like Bachelor of Business Studies (BBS), Bachelor of Social Work (BSW), Bachelor of Arts (BA), and Master's level programs have contributed significantly to producing skilled human resources for the country. Koteshwor Multiple Campus focuses not only on academic excellence but also on the holistic development of students by encouraging participation in research, internships, fieldwork, and community engagement activities.

One of the major strengths of Koteshwor Multiple Campus is its commitment to practical and skill-based education. The campus regularly organizes workshops, training programs, seminars, and non-credit professional courses aimed at enhancing employability skills among students. Programs such as accounting training, computer skill development, entrepreneurship orientation, and research methodology training help students bridge the gap between classroom learning and real-world applications. The campus also emphasizes experiential learning through field visits, community outreach programs, and collaboration with organizations and institutions.

Koteshwor Multiple Campus has been actively promoting research culture through its Research Management Cell (RMC). Faculty members and students are encouraged to engage in research projects, academic publications, and conferences. This initiative has strengthened academic quality and contributed to knowledge creation in different disciplines. In addition, the campus frequently organizes academic interactions, industry-academia dialogues, and guest lectures to expose students to contemporary issues and professional practices.

The campus infrastructure supports effective teaching and learning with facilities such as well-equipped classrooms, computer laboratories, a library, internet services, and multimedia resources. The presence of smart classrooms and computer labs enables students to gain technological exposure necessary in modern education and professional environments. The campus also maintains a supportive academic environment with qualified faculty members dedicated to student success.

Koteshwor Multiple Campus is equally committed to social responsibility and community service. The campus regularly conducts outreach programs such as health camps, awareness campaigns, blood donation programs, and social work activities in collaboration with local organizations. These initiatives help students develop leadership, social awareness, and civic responsibility alongside academic learning.

Koteshwor Multiple Campus has established itself as a trusted academic institution dedicated to quality education, skill development, research promotion, and community engagement. Through continuous innovation, professional training initiatives, and academic excellence, the campus continues to contribute significantly to the development of competent graduates and responsible citizens for Nepal.

2. Professional Accounting Training (48 hrs)

Professional Accounting Training (48 Hours) is a structured skill-based non-credit course designed to enhance students' practical knowledge and professional competence in the field of accounting and finance. The training aims to bridge the gap between theoretical academic learning and real-world accounting practices by providing hands-on experience in accounting procedures, financial documentation, and computerized accounting systems. It is particularly beneficial for management students who intend to pursue careers in accounting, auditing, banking, taxation, and corporate sectors.

The course covers both theoretical foundations and practical applications of accounting. The theoretical component focuses on fundamental accounting principles, financial statements preparation, accounting standards, and professional practices followed in organizations. The practical component emphasizes the use of accounting software, computerized bookkeeping, voucher entry, ledger posting, trial balance preparation, and financial reporting. This balanced

approach ensures that participants not only understand accounting concepts but also develop the technical skills required in professional environments.

A total duration of 48 hours allows sufficient time for comprehensive learning through interactive lectures, demonstrations, case studies, and practical exercises. The training is usually conducted in a combination of classroom sessions and computer laboratory practice to ensure experiential learning. Participants gain familiarity with real business transactions and accounting documentation processes, which increases their confidence and employability.

One of the key objectives of the Professional Accounting Training is to prepare students for professional challenges by improving accuracy, analytical thinking, and problem-solving skills in financial management. The course also introduces students to ethical considerations and professional responsibilities in accounting practices. By understanding financial records and reporting standards, students become better prepared for job placements, internships, and further professional certifications such as Chartered Accountancy or other accounting qualifications.

The training is delivered by experienced professionals and subject experts who bring practical industry knowledge into the learning environment. Their guidance helps participants understand current market practices, technological tools used in accounting, and career opportunities available in the financial sector. Interaction with professional trainers also motivates students to develop professional attitudes and workplace readiness.

Upon successful completion of the training, participants receive certificates recognizing their acquired skills and competencies. This certification adds value to students' academic profiles and enhances their employability prospects. The Professional Accounting Training (48 Hours) serves as an important platform for students to gain practical exposure, develop technical expertise, and prepare themselves for professional careers in accounting and finance sectors.

3. Alignment with Climate Change Issues

Climate change is not just a physics problem with melting ice and rising temperatures. It is also an accounting problem. Organizations measure what they value, and they manage what they measure. A Professional Accounting Training course connects directly to climate change issues because financial systems are one of the main tools societies use to guide environmental behavior.

The course aligns with climate change concerns by introducing students to concepts such as environmental taxation, carbon-related costs, and environmental auditing. These areas

help future professionals understand how governments and organizations use financial mechanisms to reduce environmental damage and promote sustainable practices. For example, environmental taxes such as carbon taxes, pollution charges, and green incentives are economic tools designed to encourage environmentally responsible behavior. When accounting students learn how such taxes are recorded, calculated, and reported, they gain insight into how financial decisions influence environmental outcomes.

Another important connection is environmental auditing. Environmental audits examine whether organizations comply with environmental laws, regulations, and sustainability standards. Accounting professionals play a role in documenting environmental costs, monitoring resource use, and ensuring transparency in environmental reporting. By learning auditing principles and compliance processes, students become aware of how businesses can reduce waste, improve energy efficiency, and minimize environmental risks.

The course also promotes awareness of sustainable business practices. Modern accounting increasingly includes environmental, social, and governance reporting, often called ESG reporting. Students exposed to these ideas understand that financial success and environmental responsibility are interconnected rather than separate goals. This perspective prepares them for careers in organizations that are transitioning toward greener operations and climate-conscious policies.

In addition, climate change policies often require financial tracking and reporting mechanisms. Whether it is renewable energy investment, carbon offset programs, or environmental compliance costs, accounting knowledge is essential to implement and monitor these initiatives effectively. By developing practical accounting skills, students can contribute to organizations that aim to reduce environmental impact and support sustainable development.

Therefore, the Professional Accounting Training course aligns with climate change issues by equipping students with financial knowledge that supports environmental accountability, regulatory compliance, and sustainable decision making. It helps create professionals who are not only technically competent but also environmentally responsible, which is essential for addressing global climate challenges in the modern world.

4. Objectives of the Conducting Non Credit Course in KMC

The general objective of the Non-Credit Course: Professional Accounting Training (48 Hours) at Koteswor Multiple Campus (KMC) is to enhance students' practical accounting knowledge and professional competencies by providing hands-on training that bridges the gap between theoretical education and real-world accounting practices.

Specific Objectives

1. To develop students' skills in maintaining financial records and preparing basic accounting documents such as vouchers, ledgers, trial balance, and financial statements.
2. To provide practical exposure to computerized accounting systems and accounting software used in business organizations.
3. To improve students' analytical ability, accuracy, and confidence in handling financial transactions and reporting tasks.
4. To prepare students for employment opportunities in accounting, banking, auditing, and financial management sectors.
5. To promote professional ethics, accountability, and responsibility in accounting practices among students.
6. To provide students with fundamental knowledge of environmental taxation and environmental auditing concepts, enabling them to understand the role of accounting in environmental management, regulatory compliance, and sustainable business practices.

5. Detail Activities of Conducting Courses

Koteswor Multiple Campus successfully conducted a Non-Credit Course titled "Professional Accounting Training" with a total duration of 48 hours. The course was designed to enhance the practical accounting knowledge and professional skills of students, particularly targeting those preparing for careers in accounting, finance, and business sectors.

The course was formally approved by the Campus Management Committee during its meeting held on 2081-02-10. Subsequently, the Executive Committee of KMC decided to conduct the training program from 2082-09-27 to 2082-11-24, with classes scheduled two hours per day, allocating one hour for theoretical learning and one hour for practical training. A focal person was appointed as the Program Coordinator to manage and coordinate all training-related activities effectively.

The primary beneficiaries of this program were Bachelor of Business Studies (BBS) Third Year students. To ensure transparency and equal opportunity, a formal process was followed. A notice was published inviting interested students to apply. Application forms were submitted to the Management Department, after which the selection process was

completed and a final list of participants was published. A total of 37 students submitted application forms. Among them, 35 students were selected, and 32 students actively participated in the training program until completion. The training sessions were conducted by professional trainer CA Nabin Bhatt along with another supporting trainer.

The theoretical classes were conducted in Room No. 201, which is equipped with a smart board to facilitate interactive learning. The practical sessions were held in the Computer Lab of Koteshwor Multiple Campus, enabling students to gain hands-on experience in accounting software and practical accounting applications. Upon successful completion of the course, certificates were distributed to 32 participants, including 22 female students and 9 male students, while one participant discontinued before completion.

The training program proved to be highly beneficial in strengthening students' professional competencies, practical accounting skills, and confidence in handling real-world accounting tasks. The campus administration believes that such non-credit professional courses play an important role in bridging the gap between academic learning and industry requirements.

Koteshwor Multiple Campus expresses sincere appreciation to the trainers, coordinator, Management Department, and all participants for their active involvement and successful completion of the program.

6. Achievement and Outcomes of the Course

The Non-Credit Course: Professional Accounting Training (48 Hours) conducted by Koteshwor Multiple Campus successfully achieved its intended objectives and produced significant academic and professional outcomes for the participating students. The course enhanced students' practical understanding of accounting concepts and provided them with hands-on experience in accounting procedures and computerized accounting systems. Participants were able to apply theoretical knowledge in real-life financial tasks such as preparing vouchers, maintaining ledgers, and generating financial reports, which strengthened their technical competence and confidence.

One of the major achievements of the course was the development of employable skills among students. The training helped participants understand professional accounting practices followed in organizations, thereby improving their readiness for internships and job opportunities in accounting, banking, auditing, and financial sectors. The involvement of professional trainers

contributed to the quality of learning by providing industry-oriented knowledge and practical insights.

The course also enhanced students' familiarity with accounting software and digital tools used in modern accounting environments. This exposure is expected to increase students' competitiveness in the job market. Furthermore, participants developed analytical thinking, accuracy, and problem-solving abilities while handling financial transactions and accounting records during practical sessions. Another important outcome was the promotion of professional ethics and responsibility in accounting practices. Students gained awareness regarding transparency, accountability, and compliance requirements in financial management. The course also introduced participants to contemporary issues such as environmental taxation and auditing, linking accounting knowledge with broader social and environmental responsibilities.

The successful completion of the training by 32 participants, including a majority of female students, reflects positive student engagement and interest in skill-based learning opportunities. The distribution of certificates further recognized the achievements of the participants and added value to their academic profiles. Thus, the course achieved its goal of bridging the gap between theoretical education and practical application, contributing to students' professional development, employability enhancement, and readiness for future careers in accounting and finance sectors..

7. Conclusion and Recommendation

The successful completion of the Non-Credit Course: Professional Accounting Training (48 Hours) at Koteshwor Multiple Campus demonstrates the importance and effectiveness of skill-based training programs in enhancing students' practical knowledge and professional readiness. The course was able to bridge the gap between theoretical learning and real-world accounting practices by providing hands-on experience, exposure to accounting software, and interaction with professional trainers. The active participation and successful completion by the majority of enrolled students indicate strong demand and relevance of such programs among Bachelor level students, particularly those pursuing management education. The training not only improved technical competencies but also strengthened students' confidence, employability skills, and understanding of professional ethics.

Based on the experience of conducting the course, it is recommended that Koteshwor Multiple Campus continue organizing similar non-credit professional training programs regularly to support career-oriented learning. Expanding the duration of practical sessions, incorporating advanced accounting software, and inviting industry experts for guest sessions could further enhance the quality of training. It is also recommended to include modules related to taxation, auditing practices, and emerging areas such as environmental accounting and digital financial systems to meet current market demands. Providing internship linkages or industry exposure opportunities after completion of training would add additional value for students. Overall, such programs should be institutionalized as part of the campus's academic development initiatives to strengthen students' professional competencies and contribute to their future career success.

8. Areas for Improvement in the Course

Four areas can be improved in future offerings of the course to enhance its effectiveness and student experience. First, the class schedule should be more student-friendly by considering academic workload, examination periods, and convenient timing so that participants can attend regularly without conflict with their regular classes. Second, basic computer training should be provided prior to the start of the accounting course, especially for students who have limited computer skills, to ensure that all participants can effectively engage in the practical sessions. Third, the duration and number of practical sessions could be increased to allow more hands-on practice with accounting software and real-life accounting tasks, which would strengthen skill development. Fourth, additional learning support materials such as step-by-step manuals, recorded demonstrations, or practice exercises should be provided so that students can revise and practice independently outside the classroom. These improvements would make the training more inclusive, effective, and beneficial for future participants.

9. Acknowledgement

Koteshwor Multiple Campus would like to express its sincere gratitude to all individuals who contributed to the successful completion of the Non-Credit Course: Professional Accounting Training (48 Hours). The campus extends heartfelt appreciation to CA Mr. Nabin Bhatt and his team for their dedicated efforts in delivering professional and practical training to the students. Their expertise and commitment greatly enriched the learning experience of the participants.

The campus is especially grateful to Dr. Prakash Pokhrel, Campus Chief, for his continuous guidance, encouragement, and institutional support in organizing and implementing this training program. Appreciation is also extended to the Executive Committee of Koteshwor Multiple Campus for their valuable decision-making, approval, and overall support in conducting the course successfully.

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Finally, sincere appreciation goes to all participating students whose enthusiasm and commitment made the program meaningful and successful. The collective support and collaboration of all stakeholders played a vital role in the successful completion of this training program.

