

ADP (Accounting & Finance)

[Associate Degree Program]

ELIGIBILITY CRITERIA:

- The candidate has passed the Intermediate or equivalent examination from an institution recognized by the Higher Education Commission of Pakistan / Inter Board Committee of Chairmen, Pakistan.
- Subject to policy/applicability, the candidate shall pass the Entrance Test as required by the HEC.

PROGRAM STRUCTURE:

(Program is equivalent to 14 years of education)

Minimum Duration: 2 years; through 4 regular semesters (Fall/Spring)

Minimum Credits: 70

DISTRIBUTION OF CREDIT HOURS:

Compulsory Courses: 19 Cr.

Foundation Courses: 15 Cr.

Major Courses (Core): 30 Cr.

Major Courses (Electives): 06 Cr.

COURSES OF STUDY:

(Information about the Prerequisites (if any) of the course(s) will be provided by the Department at the beginning of the program)

Compulsory Courses

Total: 19-Credits

| Course Code | Course Title | Cr. Hrs. |
|--------------------|---|-----------------|
| ENGL 101 | English I (Foundational English) | 3 |
| ISLM 101 | Fundamentals of Islamic Studies (for Muslim Students) | 2 |
| | Or | |
| ETHC 101 | Principles of Ethics (for Non-Muslim Students) | |
| MATH 101 | Business Mathematics | 2 |
| PKST 101 | Pakistan Studies | 3 |
| ENGL 102 | English II (Business Communication) | 2 |
| CSC 101 | Introduction to Computers and Computing | 3 |
| ENGL 201 | English III (Technical Writing and Presentation Skills) | 3 |
| | | 3 |

Foundation Courses

Total: 12-Credits

(Subject to the university offering, the student shall opt. five courses from the list below)

| Course Code | Course Title | Cr. Hrs. |
|--------------------|------------------------|-----------------|
| COMM 102 | Financial Accounting I | 3 |
| COMM 203 | Advanced Accounting I | 3 |
| COMM 204 | Advanced Accounting II | 3 |

| Course Code | Course Title | Cr. Hrs. |
|--------------------|---------------------------|-----------------|
| ECON 101 | Introduction to Economics | 3 |

Major Courses (Core)**Total: 30-Credits***(Subject to the university offering, the student shall opt. Ten courses from the list below)*

| Course Code | Course Title | Cr. Hrs. |
|--------------------|---------------------------------------|-----------------|
| COMM 205 | Principles of Management | 3 |
| COMM 306 | Principles of Marketing | 3 |
| COMM 201 | Business Law | 3 |
| COMM 301 | Cost Accounting | 3 |
| COMM 315 | Advanced Cost & Management Accounting | 3 |
| COMM 202 | Introduction to Business Finance | 3 |
| COMM 402 | Principles of Auditing | 3 |
| COMM 305 | Financial Management | 3 |
| COMM 412 | Business Taxation | 3 |
| ECON 201 | Development Economics | 3 |

Major Courses (Elective)**Finance (Any 2 Courses)****Total: 06-Credits***(Subject to the university offering, the student shall opt. Two courses from the list below)*

| Course Code | Course Title | Cr. Hrs. |
|--------------------|--|-----------------|
| COMM 431 | Corporate Finance | 3 |
| COMM 432 | International Finance | 3 |
| COMM 433 | Financial Modeling | 3 |
| COMM 434 | Financial Markets of Pakistan | 3 |
| COMM 435 | Investment and Portfolio Management | 3 |
| COMM 436 | Risk Management | 3 |
| COMM 437 | Islamic Modes of Financing | 3 |
| COMM 438 | Financial Derivatives - Theory and Practice | 3 |
| COMM 439 | Management of Banking and Financial Operations | 3 |
| COMM 430 | Financial Regulatory Institutions - Status, Functions and Role | 3 |
| COMM 441 | Financial Appraisal | 3 |
| COMM 443 | International Trade Finance and Foreign Exchange Operations | 3 |

Accounting (Any 2 Courses)

| Course Code | Course Title | Cr. Hrs. |
|--------------------|--|-----------------|
| COMM 450 | Financial Statement analysis | 3 |
| COMM 454 | Forensic Accounting | 3 |
| COMM 451 | Corporate Reporting | 3 |
| COMM 464 | Public Sector Accounting | 3 |
| COMM 444 | Accounting for Associations Not-for-profit | 3 |
| COMM 445 | Strategic Management Accounting | 3 |
| COMM 452 | Accounting Information Systems | 3 |
| COMM 474 | Cost Accounting for Selected Sectors | 3 |
| COMM 465 | Group Accounting | 3 |
| COMM 484 | International Accounting and Accounting for MNCs | 3 |