

**HIMACHAL PRADESH UNIVERSITY**  
**(NAAC ACCREDITED "A" GRADE UNIVERSITY)**  
**DEPARTMENT OF PUBLIC ADMINISTRATION,**  
**SUMMER-HILL, SHIMLA-171005.**



**MASTER OF ARTS**  
**IN**  
**PUBLIC ADMINISTRATION**

**Revision of CBCS for M.A. Public Administration**  
**Syllabus as per Himachal Pradesh University**  
**Regulations-2022.**

### Annexure-I

**Himachal Pradesh University**  
(NAAC Accredited 'A' Grade University)

**Department of Public Administration**

**Norms, structure and programme content in Master of Arts (Public Administration) w.e.f  
Academic session 2022-23 as per CBCS norms and Himachal Pradesh University Regulations-2022  
Approved in PG Board of Studies held on 17<sup>th</sup> Nov. 2022**

M.A. Public Administration course consists of sixteen Courses (DSC-12, DSE-2 and GE-2. AEC (Non CGPA) The students have to qualify all the papers to complete the course in Public Administration.

#### Scheme of the Course Division

Semester	Subject Code	Type
Semester I	DSC-MPUB101 to 104	All Compulsory
Semester II	DSC- MPUB 201 to 203	All Compulsory
	GE- MPUB 204	Compulsory (Inter-departmental)
Semester III	DSC- MPUB 301 to 303	Compulsory
	DSE I- MPUB 304 to 306	Optional (students have to opt any one out of the three courses)
	AEC-MPUB 307	AEC (Ability Enhancement Course (Non CGPA)
Semester IV	DSC- MPUB 401 to 402	Compulsory
	DSE II- MPUB 403 to 405.	Optional (students have to opt any one out of the three options)
	GE- MPUB -406	Compulsory (Inter-departmental)

#### Note:

- MA in Public Administration shall comprise of total 92 credits (DSC-72 credits; DSE-12 credits & GE-8 credits).
- The DSE courses 304 to 306 (Semester III) and 403 to 406 (Semester IV) are internal choice based. The students have the choice to select any one of them respectively or opt for a Dissertation.
- Students are required to take two Courses (i.e. in II & IV semesters) offered by other Departments under the Scheme of Generic Elective (Interdisciplinary Choice Based Courses from other Departments). These courses shall be of 4 credits each.
- Students are required to pass AEC(Non CGPA ) in III sms and it shall have to be passed by all students,
- The **Marks Scheme** for each course: Total Marks-100 (Theory 80, Internal Assessment 20). The Internal Assessment for Department shall comprise of Assignment-5marks; Mid-term test -10 marks and Attendance-05 marks. The Internal Assessment for ICDEOL candidates shall comprise of 20 marks for assignment and will be assessed by teachers of the ICDEOL on the basis of assignment for each paper submitted by the candidate.
- The **Marks Scheme** for each course: Total Marks-100 (Theory 80, Internal Assessment 20).

- The Internal Assessment shall comprise of Continuous Comprehensive Assessment(CCA):20 marks and (Attendance-05 marks, Mid-termtests-10 marks and Seminar/Assignment-05 marks)
- A student shall have to secure at least 40 percent marks in each paper (theory as well as internal assessment) to qualify the examination.

**Course Evaluation (Evaluation of the Students)**

All courses (Core and Elective) involve an evaluation system of students that has the following two components:-

- a. **Continuous Comprehensive Assessment (CCA)** accounting for 20 percent of the final grade that a student gets in a course.
  - b. **End-Semester Examination (ESE)** accounting for the remaining 80 percent of the final grade that the student gets in a course.
- (i) **Continuous Comprehensive Assessment(CCA)**:This would have the following components:
- (a) **Classroom Attendance** – Each student will have to attend a minimum of 75% Lectures /Tutorials / Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE).
    - Provided that those having between 65% to 74% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.
    - Provided that those having between 50% and 64% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate from a Government Hospital.
    - Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college/ University authorities.
    - Provided further that those getting the exemptions, except for those getting exemptions for co-curricular activities will not be entitled for getting the CCA marks for classroom attendance as given below.

Those having greater than 75% attendance (for those participating in Co-curricular activities, 25% will be added to percent attendance) will be awarded CCA marks as follows:-

**Distribution of marks according to class Attendance**

Sr. No.	Percentage of Attendance	Marks
1.	75% to 80%	1
2.	80% to 85%	2
3.	85% to 90%	3
4.	90% to 95%	4
5.	>95%	5

**NOTE:** If a student is not permitted to appear in the ESE due to shortage of attendance beyond the exemption limit(i.e.<50% attendance),he /she shall be deemed to have ‘dropped’ the course. However, such candidate, on his/her written request to be made immediately, can be permitted to redo the missed