Structure and Curriculum of Four Year Multidisciplinary Degree (Honors/Research) Programme with Multiple Entry and Exit option

Undergraduate Programme of Public Administration

B.A. (Honors) Public Administration

Board of Studies

Public Administration

Rajarshi Shahu

Mahavidyalaya, Latur

(Autonomous)

[UG- II Year]

w.e.f. June, 2024

(In Accordance with NEP-2020)
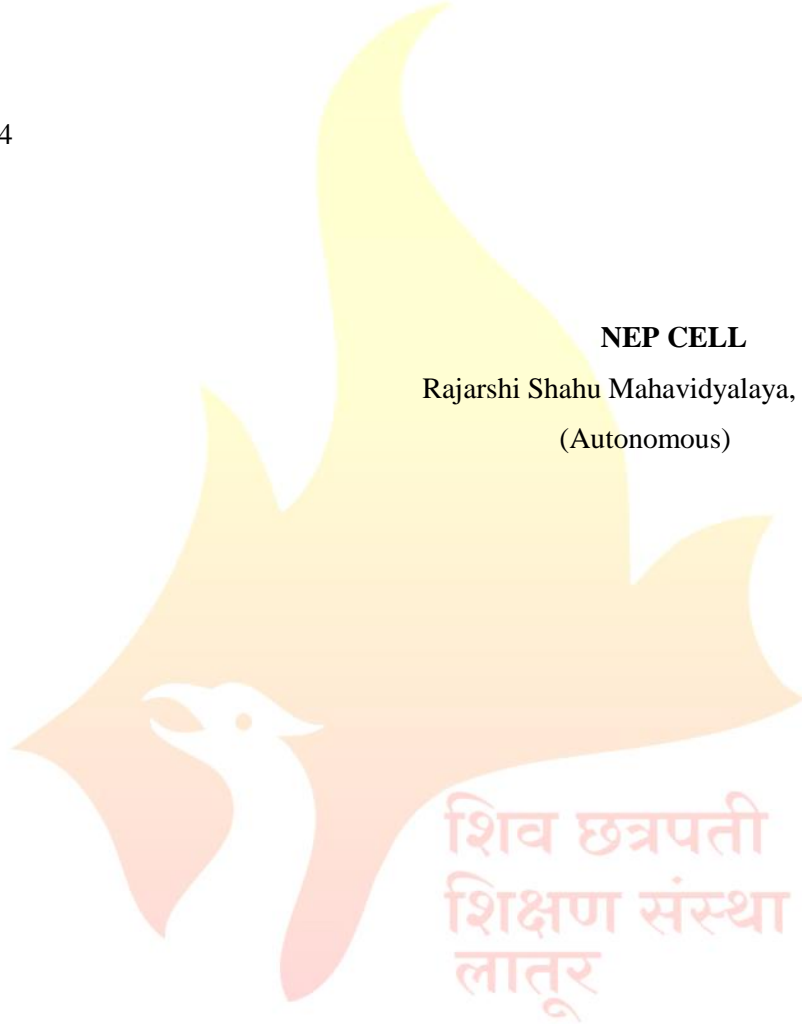
Review Statement

The NEP Cell reviewed the Curriculum of Public Administration to be effective from the **Academic Year 2024-25.** It was found that, the structure is as per the NEP-2020 guidelines of Govt. of Maharashtra.

Date: 24/03/2024

Place: Latur
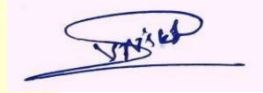
NEP CELL

Rajarshi Shahu Mahavidyalaya, Latur

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CERTIFICATE

       I hereby certify that the documents attached are the Bonafide copies of the Curriculum of **Public Administration** to be effective from the **Academic Year 2024-25.**

Date:

Place: Latur

(Dr. Vitesh Nikte. B.)

I/c Chairperson

Board of Studies in Public Administration

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Members of Board of Studies in Humanities & Social Studies

Under the Faculty of Public Administration

Sr. No.	Name	Designation	In position
1	**Dr. Nikte Vitesh Bharat** In-charge, Department of Public Administration, Rajarshi Shahu Mahavidyalaya Latur, (Autonomous)	Chairperson	In-charge
2	**Dr. Ashok Gaikwad** Head, Dept. of Public Administration, Shahid Bhagatsing Mahavidyalaya, Killari, Dist- Latur Mob: 9881475289	Member	V.C. Nominee
3	**Dr. Jayashri Birdavade** Associate. Prof., Department of Public Administration, Arts, Comm & Sc. College, Deogoan Rangari, Aurangabad. Mob: 9823773260	Member	Academic Council Nominee
4	**Dr. Vilas Gaikwad** Head, Dept. of Public Administration, Matoshri Shantabai Gote Arts, Commerce & Science College, Washim Mob: 9881516115	Member	Expert from outside for Special Course
5	**Mr Rajendra Dashrath Patil,** Directors, Dwarkadas Shyamkumar Group, Latur 9421374478	Member	Expert from Industry
6	**Miss Pratiksha More** Rajarshi Shahu Mahavidyalaya Latur, (Autonomous)	Member	P.G. Alumni
7	**Dr. Mahadev Jadhav**	Member	Faculty Members
8	**Dr. Vandana Mishra**	Member	Faculty Members
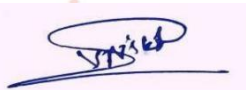
From the Desk of the Chairperson…

B.A. (Degree) in Public Administration is a degree for those who seek leadership positions in public services. The students will learn the skills and techniques to design and implement policies, projects and programs to provide vital daily services and address important societal problems while attending day to day administrative issues in organizations. Students will be prepared for leadership and management positions in the public and non- profit sectors, at local, state and national levels with an emphasis on the development of effective and ethical management of organizations. The employment areas for (BA) Public Administration are in the field of Corporate Management, Economic Development, Indian Civil Services, Fire and Emergency Services, Public Works, Land Revenue Systems, Municipal Bodies, etc.

The curriculum of B.A. (Degree) Public Administration Program is prepared according to the Learning Outcomes Based Curriculum Framework (LOCF). It intends to help the learners in understanding the objectives of studying Public Administration. This curriculum will help them in understanding, critically engaging, analyzing and appreciating the societal and market relevance. The curriculum is prepared by considering the global, national and regional needs as well as skills required in administration of various employment sectors. Goal of the department is to prepare the students with administrative capabilities.

(Dr. Vitesh Nikte. B.)

I/C Chairperson

Name & Signature of the Chairperson

Shiv Chhatrapati Shikshan Sanstha's

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Faculty of Humanities & Social Science

Structure for Four Year Multidisciplinary Undergraduate Degree Programme Public Administration Multiple Entry and Exit (In accordance with NEP-2020)

Year & Level	Sem	Major		Minor	GE/OE	VSC/ SEC (VSEC)	AEC/ VEC	OJT,FP,CEP, RP	Credit per Sem.	Cum./Cr. per exit
		DSC	DSE							
1	2	3		4	5	6	7	8	9	10
II 5.0	III	DSC V: 04 Cr. DSC VI: 04 Cr.	NA	DSM I 04 Cr.	GE-III: 02 Cr.	SEC-III: 02 Cr.	AEC-I ENG: 02 Cr.	CC-II: 02 Cr. (NSS, NCC, Sports, Cultural)/ (SES-I)/ FP: 02 Cr.	22	44 Cr. UG Certificate
	IV	DSC VII: 04 Cr. DSC VIII: 04 Cr.	NA	DSM II 04 Cr.	GE-IV: 02 Cr.	SEC-IV: 02 Cr.	AEC-II ENG: 02 Cr. VEC-II: 02 Cr.	CC-III: 02 Cr. (NSS, NCC, Sports, Cultural)/ CEP-I: 02 Cr.	22	
	Cum. Cr.	16	-	-	08	04+04= 08	04+02 +02=0 8	04	44	

Exit Option: Award of UG Certificate in Major with 44 Credits and Additional 04 Credits Core NSQF Course / Internship or continue with Major and Minor

Abbreviations:

1. **DSC** : Discipline Specific Core (Major)
2. **DSE** : Discipline Specific Elective (Major)
3. **DSM** : Discipline Specific Minor
4. **OE** : Open Elective
5. **VSEC** : Vocational Skill and Skill Enhancement Course
6. **VSC** : Vocational Skill Courses
7. **SEC** : Skill Enhancement Course
8. **AEC** : Ability Enhancement Course
9. **MIL** : Modern Indian Languages
10. **IKS** : Indian Knowledge System
11. **VEC** : Value Education Courses
12. **OJT** : On Job Training
13. **FP** : Field Projects
14. **CEP** : Fostering Social Responsibility & Community Engagement (FSRCE)
15. **CC** : Co-Curricular Courses
16. **RP** : Research Project/Dissertation
17. **SES** : Shahu Extension Services

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Faculty of Humanities & Social Sciences

Programme Outcomes (POs) for B.A. Degree Programme	
PO	Upon completion of this programme the students will be able to
PO 1	To prepare for various types of Competitive Examinations.
PO 2	To get higher education in the field of history and archaeology.
PO 3	Being a subject of social science, history has its own value in society and human life. It helps the students to develop their ethical and social value. They could gather knowledge about the heritage and traditions of their own country and the others.
PO 4	Awareness will be created in the minds of students regarding the preservation of historical, cultural and heritage sites.
PO 5	Students will be able to work in tourism industry.
PO 6	The students will become a responsible and sensible citizen after the curriculum of BA History.
PO 7	It will be helpful to the students to get government job opportunities in the government or private museums.
PO 8	The students will become employable due to the study of Modi Script.

Programme Specific Outcomes (PSOs) for B.A. (Degree) in Public Administration	
PSO No.	After completion of this programme the students will be able to -
PSO 1	Enable to use principles of Public Administration.
PSO 2	Develops the ability to create Administrative leadership quality.
PSO 3	Explain the impact of administrative reforms in Indian Administration
PSO 4	Able to recognize Law and Order in Indian Administration
PSO 5	Students will aware about Indian Judiciary System.
PSO 6	Change in view of students toward police administration.
PSO 7	Students are enable to understand compare between ancient and Modern Administration process.
PSO 8	Students will run e-centers in India through digital governance.
PSO 9	They will aware about National Digital Governance Scheme and Digital Governance development.

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Public Administration

Year & Level	Semester	Course Code	Course Title	Credits	No. of Hrs.
II 5.0	III	**201PBA3101** (DSC-V)	**Human Resource Management - I**	04	60
		201PBA3102 (DSC-VI)	**Women Leadership in Panchayatraj**	04	60
		OE-III	From Basket	02	30
		(DSM-I)	--	04	60
		(SEC-III)	From Basket	02	30
		(AEC-I)	From Basket	02	30
		CC	CC - II	02	30
		AIPC/OJT-II	Field Project	02	60
	Total Credits			**22**	
	IV	201PBA4101 (DSC-VII)	**Urban Local Self Govt. in Maharashtra**	04	60
		201PBA4102 (DSC-VIII)	**International Administration**	04	60
		OE-IV	From Basket	02	30
		_____ (DSM-II)	-----	04	60
		(SEC-IV)	From Basket	02	30
		(AEC-II)	From Basket	02	30
		CC	CC - III	02	30
		AIPC/OJT-III	CEP-I	02	30
	Total Credits			**22**	
Total Credits (Semester I & II)				**44**	

Curriculum

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Major Courses

Semester - III

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Department of Public Administration

Course Type: DSC -V

Course Title: Human Resource Management - I

Course Code: 201PBA3101

Credits: 04   **Hours: -60**

Learning Objectives:

LO 1.   The role of the HR Management is in designing, developing and implementing tools for

the proper management of the human capital in the organization.

LO 2.   Ensure the proper HR policies and HR practices.

LO 3.   Lead to competitive and efficient work with the human capital in the organization.

Course Outcomes:

CO 1.   It will provide knowledge of designing and developing HRM tools.

CO 2.   Explain the importance of human resources and their effective management in
organizations.

CO 3.   Outline the current theory and practice of recruitment and selection. This includes but is
not limited to the supply of human resources and the advantages and disadvantages of
external and internal recruiting.

CO 4.   Analyze the key issues related to administering the human elements such as
discipline, administrative ethics etc.

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Unit No.	Title of Unit & Contents	Hrs.
I	Human Resource Management:	(18 Lectures)
	1. Meaning, of Human Resource Management 2. Nature of Human Resource Management 3. Scope of Human Resource Management 4. Importance of Human Resource Management 5. Elements of Human Resource Management 6. Indian HRM Situation Population Literacy	
	Unit Outcomes: UO 1. To Understand the Position of HRM in India.	
II	**Personal Administration as human elements**	**16**

9

Unit No.	Title of Unit & Contents	Hrs.
	Recruitments	
	1. Meaning of Recruitment s	
	2. Importance of Recruitments	
	3. Types of Recruitments	
	4. Spoil Systems	
	5. Merits Systems	
	6. Indian Merits Process & Methods	
	Training	
	1. Meaning of Training	
	2. Objective & Importance of Training	
	3. Types of Training	
	4. Methods of Training	
	5. Indian Training Institute	
	Unit Outcome:	
	UO 1. To Understand the supply of human resources and the advantages and disadvantages of external and internal recruiting & Training	
III	Promotion & Retirement	**16**
	Promotion	
	1. Meaning of Promotion	
	2. Principle of Promotion	
	3. Importance of Promotion	
	4. Types of Promotion	
	5. Comparative Exam & Performance Appraisal	
	Retirement	
	1. Meaning of Retirement	
	2. Importance of Retirement	
	3. Theory of Promotion	
	4. Pensions – History	
	5. Kinds of Pensions	
	Unit Outcomes:	
	UO 1. To enlight students regarding importance of Promotion and Retirement	
IV	**Problems of Human Resource Management**	**10**

Unit No.	Title of Unit & Contents	Hrs.
	1. Discipline 2. Administrative Ethics 3. Corruption 4. Lack of Skill	
	Unit Outcomes: UO 1. To Understand Problems in Human Resource Development	

Learning Resources:

1. Human Resources and Personnel management, Werther B. William, Davis Keith, McGraw Hill Higher Education, Singapore, (2003)

2. Human Resource Management (Text and Cases), Khanka S. S., S. Chand Company Ltd., New Delhi, 2005

3. Rao Subba , Essentials of Human Resource Management and Industrial Relations (Text Cases and Games) S., S. Chand Company Ltd., New Delhi, 2005

4. डॉ. बालाजी कुठ्ठरवार मानवससाधन ◌्व3थापन, क◌पना ◌काशन, नादेड 2012

5. डॉ. ८दलीप खाटेकर, मानव ससाधन िवकास आिण मानवी हकक, उटेपअप पि&लकेशन, पुणे, 2020

6. बग के.आर. (२०१४), कम ॑चारी व िवश्◌ीय◌शासन, िवह◌◌बु◌स पि&लशस ॑, औरगाबाद

7. च◌हाण & मामीडवार, कम ॑चारी व व िवश्◌ीय◌शासन, क◌पना ◌काशन, नादेड 2005

8. डॉ. शेख हिनफ, कम ॑चारी ◌शासन, क◌पना ◌काशन, नादेड, 2009

9. डॉ. सुरे◌ कटाह्रया, का×म ॑क ◌शासन, राज3थान ◌काशन, जयपूर 2003

10. पोहेकर ◌◌ीती, लोक◌शासानाची त:वे, िनराळी ◌काशन, पुणे,2013

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Department of Public Administration

Semester- V
Course Type: DSC VI
Course Title: Women Leadership in Panchayatraj
Course Code: 201PBA3102
Credits: 04   **Marks- 100**   **Hours: 60**

       This course is introduced to B. A.II year students at fifth semester. The course covers the part which is commonly Added in each and every competitive exam.

Learning Objectives:

After studying the course students will have a capacity to understand:

LO 1. Community development concentration,

LO 2. Understand how to help cities and counties improve their overall well-being.

LO 3. Understand conventional development and planning theories at rural level.

LO 4. Apply village developmental resources properly.

LO 5. Demonstrate the implementation of schemes programmes at local to national level.

Course Outcomes:

CO 1. Develop a local Women leadership .

CO 2. Exhibit the efforts for rural development.

CO 3. Apply the management theory at local level.

CO 4. Awareness of the basic governing system as well as development measures.

CO 5. Conceptualization of the developmental process at the top to bottom and also in between.

Unit No.	Title of Unit & Contents	Hrs.
I	Rural Local Self Government	(12 Lectures)
	1. Meaning of Rural Local Self Government 2. Importance of Rural Local Self Government 3. Features of Rural Local Self Government 4. Functions of Rural Local Self Government	
	Unit Outcomes: UO 1. To Understand Rural local self govt. in Maharashtra.	
II	Evolution of Panchayat Raj	18
	1. Ancient Rural Local Self Government 2. Midvale Rural Local Self Government	

Unit No.	Title of Unit & Contents	Hrs.
	3. Modern Rural Local Self Government –Lord Meyoa Committee Lord Rippan Committee 4. Balwant Rai Mehta Committee 5. Vasantrao Naik Committee 6. 73rd Constitutional Amendment - 1993 Women Leadership Development in 73rd Constitutional Amendment	
	Unit Outcome: UO 1. To Develop knowledge regarding Panchayat raj & Women Leadership.	
III	Three Tier System — Composition & Functions	**22**

	1 Zila Parishad-
	    1. Organization
	
	    2. Political Representative – Adhkshya that's Functions
	
	    3. Administrative Representative- CEO that's Functions
	
	    4. Functions of Zila Parishad
	
	   2 Panchayat Samiti
	    • Organization
	
	    • Political Representative – Sabhapati that's Functions
	
	    • Administrative Representative- BDO that's Functions
	
	    • Functions of Panchayat Samiti
	
	   3 Gram Panchayat
	    • Organization
	
	    • Political Representative – Sarpanch that's Functions
	
	    • Administrative Representative- Gramadhikari that's Functions
	
	    • Functions of Gram Panchyat
	
	Gramsahbha
	    • Organization & Functions
	
	    • Women Situation in panchyatraj	

	Unit Outcomes: UO 1. To Understand Rural Local self Govet. Structure and functions	
IV	New Trends and Problems of Rural Local Governance	**10**

Unit No.	Title of Unit & Contents	Hrs.
	1. P.M. Kisan Yojana 2. Mukhyamantri Gramsadak Yojana 3. Smart Gram Yojana 4. Women Leadership 5. Womens Health Problems and Services 6. Panchayat Raj Womens Election Related Problems	
	Unit Outcomes: UO 1. To Student realize new trends and Problems in rural local self Govet.	

Learning Resources:

1. Narayan Iqbal; Panchayat Administration in Maharashtra
2. D.Y. Raghava Rao : Panchayats and Rural Development, Ashish Publishing House, New Delhi.
3. G.Palanithurai, Dynamics of New Panchyati Raj System in India, Concept
4. Publishing Company, New Delhi, Vol. I – III
5. Dr. Ajay Patil, Panchayat raj and Womens Leadership, Maitree paublication, Latur, 2009
6. Dr. Shyamsunder Wagmare, Local Self Govt. in Maharastra, Aruna Publication, latur, 2015
7. डॉ. टी एन गायकवाड, महाराʼठ॰तील 3थाि॰नक 4शासन, 4e॰ली पुंकाशन, लातूर 2001
8. डॉ4र अशोक सोनकाबळे, महाराʼठ॰तील ɾ॰मीण आिण नागरी 3थाि॰नक 4शासन, अऽणा पुंकाशन, लातूर 2013
9. महाराʼठ िजdz॰ा पां॰रषद व पचायत सिमती अिधिनयम 1961
10. मुबई ɾ॰मपचायत अिधिनयम 1958
11. ि॰शरसाट व बैनाडे, 3थाि॰नक 4राॅंस3था, ि॰वBाबुλ पш॰ीशेसɴ, औरगाबाद, 2013
12. यमलावाद गोि॰वद, 3थाि॰नक4शासन, कʙना पुंकाशन, नादेड, 2011
13. योजना माि॰सक
14. लोकराॅं माि॰सक

Semester - IV

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Department of Public Administration

Semester- IV
Course Type: DSC VII
Course Title: Urban Local Self Govt. in Maharastra
Course Code: 201PBA4101
Credits: 04   **Marks- 100**   **Hours: 60**

Learning Objectives:

LO 1. Develop the community development concentration.

LO 2. Understand to how to help cities and counties improve their overall well-being.

LO 3. Examine community development through two main lenses: the assets model of development and the concept of vision-building.

Course Outcomes:

CO 1. Develop a local leadership.

CO 2. Exhibit the efforts for urban development.

CO 3. Apply the management and theory at local level.

CO 4. Awareness of the basic governing system as well as development measures.

CO 5. Conceptualization of the developmental process as nations develop, cities grow, and planning is practiced at the top to bottom and also in between.

Unit No.	Title of Unit & Contents	Hrs.
I	**Urban Governance**	(14 Lectures)
	1. History of Urbanization 2. Meaning of Urbanization 3. Preseason's of Urbanization 4. Impact of Urbanization 5. 74th Constitutional Amendment - Features 6. Importance of 74th Constitutional Amendment	
	Unit Outcomes: UO 1. To Understand Urban local self govt. in Maharashtra.	

Unit No.	Title of Unit & Contents	Hrs.
II	**Urban Local Self Government: Composition & Functions**	**20**
	1. Municipalities – Organization & Function 2. Municipal Corporation- Organization & Function 3. Nagar Panchayat- Organization & Function 4. Cantonment Board – Organization & Function 5. Administrative Leaders – Organization & Function Commissioner Chief Officer - CO 6. Political Leaders - Organization & Function Mayar Nagaradhkshya	
	Unit Outcome: UO 1. To Understand Composition & Functions of Urban local self govt. in Maharashtra	
III	**Problems of Urban Local Self Government**	**14**
	1. Financial Problems 2. Personnel Problems 3. Slums 4. Waste Management 5. Water Crisis 6. Traffic & Transport	
	Unit Outcomes: UO 1. Awareness of the basic governing system as well as Urban development Problems	
IV	**Urban Development Programme**	**12**
	1. Ministry of Urban Development 2. SMART City 3. AMRUTH 4. MHADA	
	Unit Outcomes: UO 1. To Understand Urban development Progrmme in Maharashtra	

Learning Resources:

1.   Narayan Iqbal; Panchayat Administration in Maharashtra

2.   D.Y. RaghavaRao : Panchayats and Rural Development, A shish Publishing House, New Delhi.

3. G. Palanithural, Dynamics of New Panchyati Raj System in India, Concept Publishing Company, New Delhi, Vol. I-III

4. िशरसाट बैनाडे, (२०१३), 3थािनक 3वरा□यस3था, िवh○बु□स प&लीशेस′, औरगाबाद

5. यमलावाड गो꠫वद, (२०११), 3थािनक3व शासन, क□पना ○□काशन, नादेड

Recommended Videos by the BoS in Public Administration:

1) 73rd Constitutional Amendment
   https://youtu.be/b_RfBc7KtFU
2) 74th Constitutional Amendment
   https://youtu.be/O7Mt-pK_yCg
3) Health Services
   https://youtu.be/P5zmUa12S9Y
4) AMRUT
   https://youtu.be/ki3Lq7nobNs
5) SMART City
   https://youtu.be/DFdvlXVHKyk

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Department of Public Administration

Semester- IV

Course Type: DSC-VIII

Course Title: International Administration

Course Code: 201PBA4102

Credits: 04	**Marks- 100**	**Hours: 60**

Learning Objectives:

After studying the course students will have a capacity to understand:

LO 1.   The practical and research work of the international organizations.

LO 2.   Sharpening the theoretical knowledge of international organizations' administrative management.

LO 3.   How to prepare for top management levels in cross-border organizations as well government agencies

Course Outcomes:

CO 1.   To recognize Worldwide Agencies.

CO 2.   To Understand International Administration History and Systems. CO2 Worldwide Administrative system.

Unit No.	Title of Unit & Contents	Hrs.
I	**International Administration**	(14 Lectures)
	1. Meaning of International Administration 2. Nature of International Administration 3. Scope of International Administration 4. Importance of International Administration 5. History of International Administration 6. Role of India in International Administration	
	Unit Outcomes: UO 1. To Understand International Administration History and Systems.	
II	**United Nations: UNO**	**10**
	1. Origin, 2. History	

Unit No.	Title of Unit & Contents	Hrs.
	3. Basic Principles	
	4. UNO's Role of Global Governance	
	5. UNO & India.	
	Unit Outcome:	
	UO 1. To Understand UNO Organization & it's Functions.	
III	**United Nations: Organs and their Functions**	**18**
	1. The General Assembly	
	2. The Economic and Social Council	
	3. The Security Council	
	4. The Trusteeship Council,	
	5. The International Court of Justice	
	6. The UN Secretariat.	
	Unit Outcomes:	
	UO 1. To Know the role of UNO in global peace.	
IV	**United Nations Agencies: Structure and Function**	**12**
	1. UNESCO	
	2. UNICEF	
	3. WHO	
	4. WB	
	5. UNDP	
	6. WTO	
	Unit Outcomes:	
	UO 1. To recognize Worldwide Agencies.	

Learning Resources:

1. Sharp Walter, The United Nations Economic and Social Council, New York, Columbia University Press

2. Bruna Simma, The Charter of The United Nations: A Commentary, New York, Oxford University Press

3. Thomas Weiss, Forsythe, The United Nations and Changing World Politics, West View Press, 1997

4. The United Nations Guide to Model UN

5. https://www.un.org/en/

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UG Second Year (Semester III / IV)

Basket I: Open Elective (OE)

(GEs offered to the Humanities and Social Sciences students in Sem.-III/IV)

Sr. No.	BoS Proposing OE	Course Title	Credits	Hrs.
1	Biotechnology	Food and Nutrition	2	30
2	Botany	Plant Diversity and Human Welfare	2	30
3	Information Technology	Multimedia and Foundation of Animation	2	30
4	Computer Science	Introduction to Computer Programming	2	30
5	Chemistry	Chemistry for Society	2	30
6	Physics	Physics of Daily Life	2	30
7	Information Technology	Introduction to Computer Network	2	30
8	Electronics	Electronic Components	2	30
9	Commerce	Digital Marketing	2	30
10.	Commerce	Introduction to Personal Taxation	2	30
11.	Commerce	Fundamentals of Accounting	2	30

Note: Student can choose any one OE from the basket.

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UG Second Year (Semester III / IV)

Basket II: Skill Enhancement Courses (SEC)

(SEC offered to the Commerce and Management students in Sem.-III/IV)

Sr. No.	BoS Proposing SEC	Course Title	Credits	Hrs.
1	Commerce	Financial Management	2	30
2	Analytical Chemistry	Skills In Chemistry	2	30
3	Commerce	Wealth Management	2	30
4	Biotechnology	Good Laboratory Practices	2	30
5	Biotechnology	Dairy Technology	2	30
6	Botany	Herbal Technology	2	30
7	Information technology	Software Development Techniques	2	30
8	Information technology	Information Security	2	30
9	Computer Science	Web Development using WordPress	2	30
10	Electronics	Internet of Things	2	30
11	English	English for Careers	2	30
12	Geography	Disaster Management	2	30
13	Commerce	Business Law	2	30
14	Microbiology	Production of Bio fertilizers	2	30
15	Physics	Applied Optics	2	30
16	Political Science	Political Journalism	2	30
17	Chemistry	Chemistry of Biomolecules	2	30
18	Mathematics	Essential Statistics for Data Science	2	30
19	Information Technology	Android Aap Development	2	30
20	English	English for Competitive Examinations	2	30

Note: Student can choose any one SEC from the basket.

UG Second Year

Basket III: Ability Enhancement Courses (AEC)

(AEC offered to the Science & Technology students in Sem.-III/IV)

Sr. No.	BoS Proposing AEC	Course Title	Credits	Hrs.
1.	English	English Communication	2	30
2.	English	English for Professionals	2	30

Note: Student can choose any one AEC from the basket.

Extra Credit Activities

Sr. No.	Course Title	Credits	Hours T/P
1	MOOCs	Min. of 02 credits	Min. of 30 Hrs.
2	Certificate Courses	Min. of 02 credits	Min. of 30 Hrs.
3	IIT Spoken English Courses	Min. of 02 credits	Min. of 30 Hrs.

Guidelines:

Extra -academic activities

1. All extra credits claimed under this heading will require sufficient academic input/ contribution from the students concerned.

2. Maximum 04 extra credits in each academic year will be allotted.

3. These extra academic activity credits will not be considered for calculation of SGPA/CGPA but will be indicated on the grade card.

Additional Credits for Online Courses:

1. Courses only from SWAYAM and NPTEL platform are eligible for claiming credits.

2. Students should get the consent from the concerned subject Teacher/Mentor/Vice Principal and Principal prior to starting of the course.

3. Students who complete such online courses for additional credits will be examined/verified by the concerned mentor/internal faculty member before awarding credits.

4. Credit allotted to the course by SWAYAM and NPTEL platform will be considered as it is.

Additional Credits for Other Academic Activities:

1. One credit for presentation and publication of paper in International/National/State level seminars/workshops.

2. One credit for measurable research work undertaken and field trips amounting to 30 hours of recorded work.

3. One credit for creating models in sponsored exhibitions/other exhibits, which are approved by the concerned department.

4. One credit for any voluntary social service/Nation building exercise which is in collaboration with the outreach center, equivalent to 30 hours

5. All these credits must be approved by the College Committee.

Additional Credits for Certificate Courses:

1. Students can get additional credits (number of credits will depend on the course duration) from certificate courses offered by the college.

2. The student must successfully complete the course. These credits must be approved by the Course Coordinators.

3. Students who undertake summer projects/ internships/ training in institutions of repute through a national selection process, will get 2 credits for each such activity. This must be done under the supervision of the concerned faculty/mentor.

Note:

1. The respective documents should be submitted within 10 days after completion of Semester End Examination.

2. No credits can be granted for organizing or for serving as office bearers/ volunteers for Inter-Class / Associations / Sports / Social Service activities.

3. The office bearers and volunteers may be given a letter of appreciation by the respective staff coordinators. Besides, no credits can be claimed for any services/ activities conducted or attended within the college.

4. All claims for the credits by the students should be made and approved by the mentor in the same academic year of completing the activity.

5. Any grievances of denial/rejection of credits should be addressed to Additional Credits Coordinator in the same academic year.

6. Students having a shortage of additional credits at the end of the third year can meet the Additional Credits Coordinator, who will provide the right advice on the activities that can help them earn credits required for graduation.

Shiv Chhatrapati Shikshan Sanstha's

Rajarshi Shahu Mahavidyalaya, Latur

(Autonomous)

Examination Framework

Theory:

40% Continuous Assessment Tests (CATs) and 60% Semester End Examination (SEE)

Practical:

50% Continuous Assessment Tests (CATs) and 50% Semester End Examination (SEE)

Course	Marks	CAT & Mid Term Theory				CAT Practical		Best Scored CAT & Mid Term	SEE	Total
		3				4				
1	2	Att.	CAT I	Mid Term	CAT II	Att.	CAT	5	6	5 + 6
DSC/DSE/ GE/OE/Minor	100	10	10	20	10	-	-	40	60	100
DSC	75	05	10	15	10	-	-	30	45	75
Lab Course/AIPC/ OJT/FP/SEC (Science & Technology)	50	-	-	-	-	05	20	-	25	50
VSC/SEC/ AEC/VEC/CC	50	05	05	10	05	-	-	20	30	50

Note:

1. All Internal Exams are compulsory
2. Out of 02 CATs best score will be considered
3. Mid Term Exam will be conducted by the Exam Section
4. Mid Term Exam is of Objective nature (MCQ)
5. Semester End Exam is of descriptive in nature (Long & Short Answer)
6. CAT Practical (20 Marks): Lab Journal (Record Book) 10 Marks, Overall Performance 10 Marks