

Sant Gadge Baba Amravati University, Amravati

FACULTY: Humanities , Discipline /Subject-Public Administration

**Teaching and Learning Scheme: for the Degree of Bachelor of Arts with Major/ Minor DSC-Public Administration
(Three /Four Years- Bachelor's Degree Programme)**

B.A. FIRST YEAR: SEMESTER– I (NEP) Level -4.5

Mode of Teaching	Vertical No.	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching/ Lab Work (Practical)/ Outdoor / Field	a & b	Major/Minor-DSC Public Administration	Theory -I	653201	Introduction of Public Administration	4	4	4	60	40	100
	a & b	Minor / Major-DSC	Theory -I	-----	-----	4	4	4	60	40	100
	c	Generic Open Elective / OE (Other than faculties of Humanities)	Theory -I	----	-----	2	2	4	---	30+20	50
			Theory-II	-----	-----	2	2		---	30+20	50
	d	SEC (Basket) Public Administration	Theory -I	653276	Introduction to Public Relations	2	2	2	--	30 (College level Exam) +20 (Internal)	50
	e.	AEC - English	Theory-I		----	1	2	6	-	15+10	25
		AEC–MIL	Theory/ Demonstrative -I		-----	1	2		--	15+10	25
		IKS-Generic	Theory		Indian Knowledge System	2	2		--	30 +20	50
		VEC	Theory		Environmental Study	2	2		--	30 +20	50
	f.	CC	Outdoor		----	2	4	4	--	--	--
		TOTAL				22					500

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B.A. FIRST YEAR: SEMESTER– II (NEP) Level -4.5

Mode of Teaching	Ver.No	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching/ Lab Work (Practical)/ Outdoor/ Field	a & b	Major / Minor-DSC Public Administration	Theory II	653202	District Administration	4	4	4	60	40	100
	a & b	Minor/ Major-DSC	Theory II	----	-----	4	4	4	60	40	100
	c	Generic Open Elective / OE (Other than faculties of Humanities)	Theory -III	----	-----	2	2	4	---	30+20	50
			Theory-IV	-----	-----	2	2		---	30+20	50
	d.	VSEC- Public Administration	Theory-I	653271	Personality Development & Communication Skill	2	2	4	--	30 (College level Exam) +20 (Internal)	50
		SEC(Basket) Public Administration	Theory II	653277	Professional skill and Communication	2	2		---	30 (College level Exam) +20 (Internal)	50
	e	AEC - English	Theory	---	--	1	2	4		15+10	25
		AEC-MIL	Theory/ Demonstrative -II	--	--	1	2			15+10	25
		VEC	Theory	--	--	2	2			30+20	50
	f	CC	Outdoor	--	--	2	4	4			
		TOTAL				22					500

***Important:**

- VSC Should be Complementary to Major/Minor
- SEC has to be selected as per above T and L Scheme or from the Basket Provided by University, from the same Faculty/Discipline of the Major/Minor

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B.A.SECOND YEAR: SECONOD YEAR:SEMESTER –III (NEP) Level -5.0

Mode of Teaching	Ver. No	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching/ Lab Work (Practical)/ Outdoor / Field	a	Major-DSC Public Administration	Theory III	653203	An Outline of Maharashtra Administration	4	4	8	60	40	100
			Theory IV	653204	Maharashtra Administration & Major Issues	2	2		30	20	50
		IKS-Major Specific	Theory	653205	History of Indian Administration	2	2		30	20	50
	b	Minor (Public Administration.)	Theory III	653251	Administrative System of Maharashtra	4	4	4	60	40	100
	c	Generic Open Elective / OE (Other than faculties of Humanities)	Theory V	-----	-----	2	2	2	---	30+20	50
	d	VSEC- Public Administration	Theory II	653272	Administrative Skills	2	2	4	---	30 (College level Exam) +20 (Internal)	50
	e	AEC – English	Theory	----	----	1	2	8	--	15+10	25
		AEC–MIL	Theory/ Demonstrative - III	----	----	1	2		--	15+10	25
	f	FP/CES	Project-I	653286	Study of Any Local Self Government Office	2	4	8	--	50	50
		CC	Outdoor	---	----	2	4		---		
		TOTAL				22					500

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B.A.SECOND YEAR: SECONOD YEAR:SEMESTER –IV (NEP) Level -5.0

Mode of Teaching	Vertical No	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching/ Lab Work (Practical)/ Outdoor / Field	a	Major-DSC	Theory V	653206	Indian Constitution and Governance	4	4	8	60	40	100
		Public Administration	Theory VI	653207	An Outline of Indian Administration	4	4		60	40	100
	b	Minor-DSC Public Administration	Theory IV	653252	Administrative system of India	4	4	4	60	40	100
	c	Generic Open Elective / OE (Other than faculties of Humanities)	Theory VI	-----	-----	2	2	2	---	30+20	50
	d	VSEC- Public Administration	Theory III	653273	Leadership Styles and Conflict Management	2	2	2	---	30 (College level Exam) +20 (Internal)	50
	e	AEC - English	Theory	--	---	1	2	2		15+10	25
		AEC--MIL	Theory/ Demonstrative - IV	--	--	1	2		---	15+10	25
	f	FP/CES	Project-II	653287	Study of Any District Level Administrative Office	2	4	8		50	50
		CC	Outdoor	----	-----	2	4		---	---	---
		TOTAL				22					500

***Important:**

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B.A.THIRD YEAR:SEMESTER –V (NEP) Level -5.5

Mode of Teaching	Ver. No	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching / Lab Work (Practical)/ Outdoor / Field	a	Major-DSC Public Administration	Theory VII	653208	Rural Local Self Government	4	4	12	60	40	100
			Theory VIII	653209	Urban Local Self Government	4	4		60	40	100
		Major(Elective) 1 Major(Elective) 1 (Students can choose any one)	Theory -I Elective A	653210	Recent Trends in Public Administration OR E-Administration & Governance	4	4		60	40	100
	b	Minor- DSC Public Administration	Theory V	653253	Local Self Government	4	4	4	60	40	100
	d	VSEC- Public Administration	Theory IV	653274	Office Management	2	2	4	-	30 (College level Exam) +20 (Internal)	50
		SEC (Basket) Public Administration	Theory III	653278	Administration of Non-Government Organizations	2	2			30 (College level Exam) +20 (Internal)	50
	f	FP/CES	Project-III	653288	Study of Government Schemes or Policies	2	4	4	-	50	50
	*	*Special Theory	*Special Theory	--	Foundation of Artificial Intelligence	<u>2</u>	2	2	---	50	50
		TOTAL				22+2					600

**** Implementation of the Course of “Foundation of Artificial Intelligence” for the U.G. Programmes Under all the faculties.**

As per Extra-Ordinary Notification No.241/2025 of SGBAU, dated 24/12/2025. Students will earn grade from written examination marks conducted by the concerning college.

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B.A.THIRD YEAR:SEMESTER –VI (NEP) Level -5.5

Mode of Teaching	Ver.No	The Vertical	Type of Course	Course Code	Course Name	Credits	Workload (Hrs/Week)	Vertical Workload (Hrs/Week)	Maximum Marks		
									External	Internal	Total
Classroom Teaching/ Lab Work (Practical)/ Outdoor/ Field	a	Major Public Administration	Theory IX	653212	Personnel Administration	4	4	12	60	40	100
			Theory X	653213	Financial Administration	4	4		60	40	100
		Major (Elective) 2	Theory2 Elective (C)	653214	Indian Administrative Thinker	4	4		60	40	100
		Major (Elective) 2 (Students can choose any one)	Theory2 Elective (D)	653215	OR Western Administrative Thinker						
	b	Minor- Public Administration	Theory VI	653254	Personnel and Financial Administration	4	4	4	60	40	100
	d	VSEC	Theory V	653275	Media Management	2	2	2	-	30 (College level Exam) +20 (Internal)	50
	f	Internship/ Apprenticeship	Internship/ OJT	653291	Student can take On Job Training OJT Any one of the following : 1) Government office 2) Local self Govt. Institute/office 3) NGO office 4) Political Party Office	4	8	8		-	-
		TOTAL				22	26	26			450

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