

# University of Mumbai



No. AAMS(UG)/ 45 of 2022-23

## CIRCULAR:-

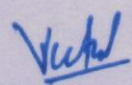
Attention of the Principals of the Affiliated Colleges, the Head of the University Department and Directors of the Recognized Institutions in Faculty of Humanities is invited to this office circular No. UG/197 of 2017-18 dated 11<sup>th</sup> August, 2017 relating to the syllabus as per the (CBCS) for the Master of Arts in Development Administration (Sem. I to IV).

They are hereby informed that the recommendations made by the Ad-hoc Board of Studies in **Development Administration** at its meeting held on 10<sup>th</sup> February, 2022 and subsequently passed in the Faculty and then by the Board of Deans at its meeting held on 23<sup>rd</sup> February, 2022 vide item No. 5.14(R) have been accepted by the Academic Council at its meeting held on 17<sup>th</sup> May, 2022 vide item No. 5.14(R) and that in accordance therewith, the revised syllabus of **M.A. (Development Administration) - Sem I to IV (CBCS)**, has been brought into force with effect from the academic year 2022-23. (The same is available on the University's website [www.mu.ac.in](http://www.mu.ac.in)).

MUMBAI - 400 032

27<sup>th</sup> June, 2022

To

  
(Dr. Vinod Patil)  
I/c Registrar

The Principals of the Affiliated Colleges, the Head of the University Department and Directors of the Recognized Institutions in Faculty of Humanities.

A.C/5.14(R)/17/05/2022

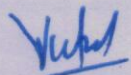
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No. AAMS(UG)/ 45 -A of 2022-23

27<sup>th</sup> June, 2022

Copy forwarded with Compliments for information to:-

- 1) The Dean, Faculty of Humanities,
- 2) The Chairman, Ad-hoc Board of Studies Development Administration,
- 3) The Director, Board of Examinations and Evaluation,
- 4) The Director, Board of Students Development,
- 5) The Director, Department of Information & Communication Technology,
- 6) The Co-ordinator, MKCL.

  
(Dr. Vinod Patil)  
I/c Registrar

**Copy to :-**

- 1. The Deputy Registrar, Academic Authorities Meetings and Services (AAMS),**
- 2. The Deputy Registrar, College Affiliations & Development Department (CAD),**
- 3. The Deputy Registrar, (Admissions, Enrolment, Eligibility and Migration Department (AEM),**
- 4. The Deputy Registrar, Research Administration & Promotion Cell (RAPC),**
- 5. The Deputy Registrar, Executive Authorities Section (EA),**
- 6. The Deputy Registrar, PRO, Fort, (Publication Section),**
- 7. The Deputy Registrar, (Special Cell),**
- 8. The Deputy Registrar, Fort/ Vidyanagari Administration Department (FAD) (VAD), Record Section,**
- 9. The Director, Institute of Distance and Open Learning (IDOL Admin), Vidyanagari,**

**They are requested to treat this as action taken report on the concerned resolution adopted by the Academic Council referred to in the above circular and that on separate Action Taken Report will be sent in this connection.**

- 1. P.A to Hon'ble Vice-Chancellor,**
- 2. P.A Pro-Vice-Chancellor,**
- 3. P.A to Registrar,**
- 4. All Deans of all Faculties,**
- 5. P.A to Finance & Account Officers, (F.& A.O),**
- 6. P.A to Director, Board of Examinations and Evaluation,**
- 7. P.A to Director, Innovation, Incubation and Linkages,**
- 8. P.A to Director, Board of Lifelong Learning and Extension (BLLE),**
- 9. The Director, Dept. of Information and Communication Technology (DICT) (CCF & UCC), Vidyanagari,**
- 10. The Director of Board of Student Development,**
- 11. The Director, Department of Students Welfare (DSD),**
- 12. All Deputy Registrar, Examination House,**
- 13. The Deputy Registrars, Finance & Accounts Section,**
- 14. The Assistant Registrar, Administrative sub-Campus Thane,**
- 15. The Assistant Registrar, School of Engg. & Applied Sciences, Kalyan,**
- 16. The Assistant Registrar, Ratnagiri sub-centre, Ratnagiri,**
- 17. The Assistant Registrar, Constituent Colleges Unit,**
- 18. BUCTU,**
- 19. The Receptionist,**
- 20. The Telephone Operator,**
- 21. The Secretary MUASA**

**for information.**

AC – 17/05/2022  
Item No. – 5.14 (R)

# **UNIVERSITY OF MUMBAI**



**Revised Syllabus for Master of Arts  
(Development Administration)**

**Semester - I to IV**

**(Choice Based Credit System)**

**(With effect from the academic year 2022-23)**

# UNIVERSITY OF MUMBAI



## Syllabus for Approval

Sr. No.	Heading	Particulars
1	Title of the Course	Master of Arts (Development Administration )
2	Eligibility for Admission	Graduation in any Faculty
3	Passing Marks	40%
4	Ordinances / Regulations ( if any)	
5	No. of Years / Semesters	2 years and 4 Semesters
6	Level	<del>P.G. / U.G. / Diploma / Certificate</del> ( Strike out which is not applicable)
7	Pattern	<del>Yearly / Semester</del> ( Strike out which is not applicable)
8	Status	<del>New / Revised</del> ( Strike out which is not applicable)
9	To be implemented from Academic Year	From Academic Year- <b>2022-23</b>

Name & Signature of BOS Chairperson :  
Name & Signature of Dean:

Bharat Bhushan  
Rajesh Chaudhary

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-I**

**Semester I = Foundation Course – 101, 102, 103, 104**

<b>Subject Code</b>	<b>Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
101 Theory	Public Administration	4	50	80	32
101 Practicals	<b>Practical Components</b> for ICT for Public Administration	2	25	20	8
102 Theory	Law and Judicial Process	4	50	80	32
102 Practicals	<b>Practical Components</b> for Law and Judicial Process	2	25	20	8
103 Theory	Management and Behavioral Sciences	4	50	80	32
103 Practicals	<b>Practical Components</b> for Management and Behavioral Sciences	2	25	20	8
104 Theory	Office Administration and Financial Management	4	50	80	32
104 Practicals	<b>Practical Components</b> for Office Administration and Financial Management	2	25	20	8



**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Secretariat Systems (SES) – 201, 202, 203, 204**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
201 (SES) Theory	Secretariat Process – 201 (SES)	4	50	80	32
201 (SES) Practicals	<b>Practical Components</b> for Secretariat Process – 201 (SES)	2	25	20	8
202 (SES) Theory	Rules of Business – 202 (SES)	4	50	80	32
202 (SES) Practicals	<b>Practical Components</b> for Rules of Business – 202 (SES)	2	25	20	8
203 (SES) Theory	Acts, Rules and Guidelines – I – 203 (SES)	4	50	80	32
203 (SES) Practicals	<b>Practical Components</b> for Acts, Rules and Guidelines - I – 203 (SES)	2	25	20	8
204 (SES) Theory	Civil Services Rules – I – 204 (SES)	4	50	80	32
204 (SES) Practicals	<b>Practical Components</b> for Civil Services Rules - I – 204 (SES)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Rural Development Administration (RUD) – 205, 206, 207, 208**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
205 (RUD) Theory	Panchayati Raj and Rural Development – I – 205 (RUD)	4	50	80	32
205 (RUD) Practicals	<b>Practical Components</b> for Panchayati Raj and Rural Development – I – 205 (RUD)	2	25	20	8
206 (RUD) Theory	Panchayati Raj and Rural Development – II – 206 (RUD)	4	50	80	32
206 (RUD) Practicals	<b>Practical Components</b> for Panchayati Raj and Rural Development – II – 206 (RUD)	2	25	20	8
207 (RUD) Theory	Project Management in Rural Development – 207 (RUD)	4	50	80	32
207 (RUD) Practicals	<b>Practical Components</b> for Project Management in Rural Development – 207 (RUD)	2	25	20	8
208 (RUD) Theory	Finance and Administration in PRIs – 208 (RUD)	4	50	80	32
208 (RUD) Practicals	<b>Practical Components</b> for Finance and Administration in PRIs – 208 (RUD)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Revenue Administration (RAD) – 209, 210, 211, 212**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
209 (RAD) Theory	Revenue Acts and Codes-I – 209 (RAD)	4	50	80	32
209 (RAD) Practicals	<b>Practical Components</b> for Revenue Acts and Codes – 209 (RAD)	2	25	20	8
210 (RAD) Theory	Revenue related laws and allied acts – I – 210 (RAD)	4	50	80	32
210 (RAD) Practicals	<b>Practical Components</b> for Revenue related laws and allied acts – I – 210 (RAD)	2	25	20	8
211 (RAD) Theory	Revenue related laws and allied acts – II – 211 (RAD)	4	50	80	32
211 (RAD) Practicals	<b>Practical Components</b> for Revenue related laws and allied acts – I – 211 (RAD)	2	25	20	8
212 (RAD) Theory	Revenue Administration – I – 212 (RAD)	4	50	80	32
212 (RAD) Practicals	<b>Practical Components</b> for Revenue Administration – I – 212 (RAD)	2	25	20	8



**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Cooperation and Administration (COR) – 213, 214, 215, 216**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
213 (COR) Theory	Cooperative Sector Acts and Rules – I – 213 (COR)	4	50	80	32
213 (COR) Practicals	<b>Practical Components</b> for Cooperative Sector Acts and Rules – I – 213 (COR)	2	25	20	8
214 (COR) Theory	Cooperative Sector Acts and Rules – II – 214 (COR)	4	50	80	32
214 (COR) Practicals	<b>Practical Components</b> for Cooperative Sector Acts and Rules – II – 214 (COR)	2	25	20	8
215 (COR) Theory	Cooperative related Laws Allied Acts – I – 215 (COR)	4	50	80	32
215 (COR) Practicals	<b>Practical Components</b> for Cooperative related Laws Allied Acts – I – 215 (COR)	2	25	20	8
216 (COR) Theory	Cooperative related Laws Allied Acts – II – 216 (COR)	4	50	80	32
216 (COR) Practicals	<b>Practical Components</b> for Cooperative related Laws Allied Acts – II – 216 (COR)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = School Education Administration (EDU) – 217, 218, 219, 220**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
217 (EDU) Theory	Structure and Function of Education Department – 217 (EDU)	4	50	80	32
217 (EDU) Practicals	<b>Practical Components</b> for Structure and Function of Education Department – 217 (EDU)	2	25	20	8
218 (EDU) Theory	Acts, Rules and Regulations in Education Department – 218 (EDU)	4	50	80	32
218 (EDU) Practicals	<b>Practical Components</b> for Acts, Rules and Regulations in Education Department – 218 (EDU)	2	25	20	8
219 (EDU) Theory	Current trends in Education and various schemes – 219 (EDU)	4	50	80	32
219 (EDU) Practicals	<b>Practical Components</b> for Current trends in Education and various schemes – 219 (EDU)	2	25	20	8
220 (EDU) Theory	Various Educational Institutions – 220 (EDU)	4	50	80	32
220 (EDU) Practicals	<b>Practical Components</b> for Various Educational Institutions – 220 (EDU)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Land Records and Administration (SLR) – 221, 222, 223, 224**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
221 (SLR) Theory	Revenue and Allied Acts – I – 221 (SLR)	4	50	80	32
221 (SLR) Practicals	<b>Practical Components</b> for Revenue and Allied Acts – I – 221 (SLR)	2	25	20	8
222 (SLR) Theory	Revenue and Allied Acts – II – 222 (SLR)	4	50	80	32
222 (SLR) Practicals	<b>Practical Components</b> for Revenue and Allied Acts – II – 222 (SLR)	2	25	20	8
223 (SLR) Theory	Survey and Settlement – I – 223 (SLR)	4	50	80	32
223 (SLR) Practicals	<b>Practical Components</b> for Survey and Settlement – I – 223 (SLR)	2	25	20	8
224 (SLR) Theory	Survey and Settlement – II – 224 (SLR)	4	50	80	32
224 (SLR) Practicals	<b>Practical Components</b> for Survey and Settlement – II – 224 (SLR)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Taxation and Administration (TAX) – 225, 226, 227, 228**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
225 (TAX) Theory	Taxation Acts & Rules – I – Specialisation – I – 225 (TAX)	4	50	80	32
225 (TAX) Practicals	<b>Practical Components</b> for Taxation Acts & Rules – I – Specialisation – I – 225 (TAX)	2	25	20	8
226 (TAX) Theory	Taxation Acts & Rules – II – Specialisation – II – 226 (TAX)	4	50	80	32
226 (TAX) Practicals	<b>Practical Components</b> for Taxation Acts & Rules – II – Specialisation – II – 226 (TAX)	2	25	20	8
227 (TAX) Theory	Taxation related laws and allied rules – I – Specialisation – III – 227 (TAX)	4	50	80	32
227 (TAX) Practicals	<b>Practical Components</b> for Taxation related laws and allied rules – I – Specialisation – III – 227 (TAX)	2	25	20	8
228 (TAX) Theory	Taxation related laws and allied rules – II – Specialisation – IV – 228 (TAX)	4	50	80	32
228 (TAX) Practicals	<b>Practical Components</b> for Taxation related laws and allied rules – II – Specialisation – IV – 228 (TAX)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Finance and Accounts Administration (FAC) – 229, 230, 231, 232**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
229 (FAC) Theory	Finance and Treasury Rules – Specialisation – I – 229 (FAC)	4	50	80	32
229 (FAC) Practicals	<b>Practical Components</b> for Finance and Treasury Rules – Specialisation – I – 229 (FAC)	2	25	20	8
230 (FAC) Theory	Maharashtra Civil Services Rules Specialisation – II – 230 (FAC)	4	50	80	32
230 (FAC) Practicals	<b>Practical Components</b> for Maharashtra Civil Services Rules Specialisation – II – 230 (FAC)	2	25	20	8
231 (FAC) Theory	Finance Accounts Rules in LSGS Specialisation – III – 231 (FAC)	4	50	80	32
231 (FAC) Practicals	<b>Practical Components</b> for Finance Accounts Rules in LSGS Specialisation – III – 231 (FAC)	2	25	20	8
232 (FAC) Theory	Commercial Laws – Specialisation – IV – 232 (FAC)	4	50	80	32
232 (FAC) Practicals	<b>Practical Components</b> for Commercial Laws – Specialisation – IV – 232 (FAC)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Urban Development Administration (UMD) – 233, 234, 235, 236**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
233 (UMD) Theory	Urban Governance and Administration Specialisation – I – 233 (UMD)	4	50	80	32
233 (UMD) Practicals	<b>Practical Components</b> for Urban Governance and Administration Specialisation – I – 233 (UMD)	2	25	20	8
234 (UMD) Theory	Urban Infrastructure and Planning Specialisation – II – 234 (UMD)	4	50	80	32
234 (UMD) Practicals	<b>Practical Components</b> for Urban Infrastructure and Planning Specialisation – II – 234 (UMD)	2	25	20	8
235 (UMD) Theory	Urban Finance Specialisation – III – 231 (UMD)	4	50	80	32
235 (UMD) Practicals	<b>Practical Components</b> for Urban Finance Specialisation – III – 231 (UMD)	2	25	20	8
236 (UMD) Theory	Urban Environment and Poverty Alleviation Specialisation – IV – 236 (UMD)	4	50	80	32
236 (UMD) Practicals	<b>Practical Components</b> for Urban Environment and Poverty Alleviation Specialisation – IV – 236 (UMD)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Police Administration (POL) – 237, 238, 239, 240**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
237 (POL) Theory	IPC & Mumbai Police Act Code of Criminal Procedure – 237 (POL)	4	50	80	32
237 (POL) Practicals	<b>Practical Components</b> for IPC & Mumbai Police Act Code of Criminal Procedure – 237 (POL)	2	25	20	8
238 (POL) Theory	A) Constitution & Human Rights B) Indian Evidence Act Local SP – 238 (POL)	4	50	80	32
238 (POL) Practicals	<b>Practical Components</b> for A) Constitution & Human Rights B) Indian Evidence Act Local SP – 238 (POL)	2	25	20	8
239 (POL) Theory	Forensic Science and Forensic Medicine Investigation Theory – 239 (POL)	4	50	80	32
239 (POL) Practicals	<b>Practical Components</b> for Forensic Science and Forensic Medicine Investigation Theory – 239 (POL)	2	25	20	8
240 (POL) Theory	Criminology & Crime Prevention, Economic Offence & Cyber Crime – 240 (POL)	4	50	80	32
240 (POL) Practicals	<b>Practical Components</b> for Criminology & Crime Prevention, Economic Offence & Cyber Crime – 240 (POL)	2	25	20	8



**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Transport Administration (RTA) – 241, 242, 243, 244**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
241 (RTA) Theory	Motor Vehicle Acts and Codes – I – I.P.C., CR.P.C. & I.E.A. 241 (RTA)	4	50	80	32
241 (RTA) Practicals	<b>Practical Components</b> Motor Vehicle Acts and Codes – I – I.P.C., CR.P.C. & I.E.A. 241 (RTA)	2	25	20	8
242 (RTA) Theory	Motor Vehicle Related Laws and Allied Acts – I – The Maha. Motor... – 242 (RTA)	4	50	80	32
242 (RTA) Practicals	<b>Practical Components</b> for Motor Vehicle Related Laws and Allied Acts – I – The Maha. Motor... – 242 (RTA)	2	25	20	8
243 (RTA) Theory	Motor Vehicle Related Laws and Allied Acts – II Tax & Pass. AC– 243 (RTA)	4	50	80	32
243 (RTA) Practicals	<b>Practical Components</b> for Motor Vehicle Related Laws and Allied Acts – II Tax & Pass. AC– 243 (RTA)	2	25	20	8
244 (RTA) Theory	Road and Transport Administration – I Constitution Human Right – 244 (RTA)	4	50	80	32
244 (RTA) Practicals	<b>Practical Components</b> Road and Transport Administration – I Constitution Human Right – 244 (RTA)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Excise (EXE) – 245, 246, 247, 248**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
245 (EXE) Theory	Excise Acts and Codes – I – I.P.C., CR.P.C. & I.E.A. – 241 (EXE)	4	50	80	32
245 (EXE) Practicals	<b>Practical Components</b> for Excise Acts and Codes – I – I.P.C., CR.P.C. & I.E.A. – 241 (EXE)	2	25	20	8
246 (EXE) Theory	Excise Related Laws and Allied Acts – I – The Mumbai Proh. Acts – 246 (EXE)	4	50	80	32
246 (EXE) Practicals	<b>Practical Components</b> for Excise Related Laws and Allied Acts – I – The Mumbai Proh. Acts – 246 (EXE)	2	25	20	8
247 (EXE) Theory	Excise Related Laws and Allied Acts – II The Bombay Drugs Acts – 247 (EXE)	4	50	80	32
247 (EXE) Practicals	<b>Practical Components</b> for Excise Related Laws and Allied Acts – II The Bombay Drugs Acts – 247 (EXE)	2	25	20	8
248 (EXE) Theory	Excise Administration–I M & T P Rules thereunder – 248 (EXE)	4	50	80	32
248 (EXE) Practicals	<b>Practical Components</b> for Excise Administration–I M & T P Rules thereunder – 248 (EXE)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Skills Development, Employment & Entrepreneurship (EMP)– 249 250 251 252**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
249 (EMP) Theory	Organisational Structure and Functions – 249 (EMP) [Org. Str. & Fun. Of Ski.]	4	50	80	32
249 (EMP) Practicals	<b>Practical Components</b> for Organisational Structure and Functions – 249 (EMP)	2	25	20	8
250 (EMP) Theory	Policy and Regulatory Framework – 250 (EMP) [Pol. & Regu. Frem. Ski.]	4	50	80	32
250 (EMP) Practicals	<b>Practical Components</b> for Policy and Regulatory Framework – 250 (EMP)	2	25	20	8
251 (EMP) Theory	Developmental Interventions Programme and Schemes – 251 (EMP) [Dev.Inte.Pro.&Sch. For S.]	4	50	80	32
251 (EMP) Practicals	<b>Practical Components</b> for Developmental Interventions Programme and Schemes – 251 (EMP)	2	25	20	8
252 (EMP) Theory	Institutional arrangements – 252 (EMP) [Inst.Arran. of Ski.Dev.]	4	50	80	32
252 (EMP) Practicals	<b>Practical Components</b> for Institutional arrangements – 252 (EMP)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Industries and Development (IND) – 253, 254, 255, 256**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
253 (IND) Theory	Organisational Structure and Functions – 253 (IND) [Organizational Struc. &]	4	50	80	32
253 (IND) Practicals	<b>Practical Components</b> for Organisational Structure and Functions – 253 (IND)	2	25	20	8
254 (IND) Theory	Policy and Regulatory Framework – 254 (IND) [Policy & Regulatory Fram]	4	50	80	32
254 (IND) Practicals	<b>Practical Components</b> for Policy and Regulatory Framework – 254 (IND)	2	25	20	8
255 (IND) Theory	Developmental Interventions Programme and Schemes – 255 (IND) [Developmental Inter.Prog]	4	50	80	32
255 (IND) Practicals	<b>Practical Components</b> for Developmental Interventions Programme and Schemes – 255 (IND)	2	25	20	8
256 (IND) Theory	Institutional arrangements – 256 (IND) [Insti. Arrang. of Indu.]	4	50	80	32
256 (IND) Practicals	<b>Practical Components</b> for Institutional arrangements – 256 (IND)	2	25	20	8

**Master of Arts (Development Administration)**

**As per Choice Based Credit System**

**Semester-II**

**Specialisation = Tribal Development (TRI) – 257, 258, 259, 260**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
257 (TRI) Theory	Structure and Functions – 257 (TRI) [Structure & Function of]	4	50	80	32
257 (TRI) Practicals	<b>Practical Components</b> for Structure and Functions – 257 (TRI)	2	25	20	8
258 (TRI) Theory	Acts, Rules and Regulations – 258 (TRI) [Acts, Rules & Regulations]	4	50	80	32
258 (TRI) Practicals	<b>Practical Components</b> for Acts, Rules and Regulations – 258 (TRI)	2	25	20	8
259 (TRI) Theory	Concept of I.T.D.P. and Scheme for Tribal – 259 (TRI) [Concept of I.T.D.P. and]	4	50	80	32
259 (TRI) Practicals	<b>Practical Components</b> for Concept of I.T.D.P. and Scheme for Tribal – 259 (TRI)	2	25	20	8
260 (TRI) Theory	Acts, Rules and Regulations – II – 260 (TRI) [Org. & Mgt., Maha. Civil] ?? [Acts, Rules & Regulations II]	4	50	80	32
260 (TRI) Practicals	<b>Practical Components</b> for Acts, Rules and Regulations – II – 260 (TRI)	2	25	20	8

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**Semester-III = Specialisation = Police Administration (POL) – 301, 302, 303, 304, 305**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
301 (POL) Theory	a) IPC 1860 & Maharashtra Police Act 1991 b) Code of Criminal Procedure 1973 – 301 (POL)	4	45	80	32
301 (POL) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
302 (POL) Theory	a) Constitution & Human Rights & Indian Evidence Act b) Local and Special Laws (with book) – 302 (POL)	4	45	80	32
302 (POL) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
303 (POL) Theory	a) Forensic Science and Forensic Medicine b) Investigation Theory c) Investigation Practical – 303 (POL)	4	45	80	32
303 (POL) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
304 (POL) Theory	a) Maintenance of Public Peace and Order b) Criminology & Crime Prevention 304 (POL)	4	45	80	32
304 (POL) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
305 (POL) Theory	a) Police Rules /MCSR /BFR b) Police Organisation and administration and Police in Modern India c) Police Station Management and Crime Control d) Human Behaviour and Management Techniques – 305 (POL)	4	45	80	32
305 (POL) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**As per Choice Based Credit System**

**Semester-III = Specialisation = Revenue Administration (RAD) – 306, 307, 308, 309, 310**

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<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
306 (RAD) Theory	Revenue Acts & Code II (Maharashtra Land Revenue Code & Rules) – 306 (RAD)	4	45	80	32
306 (RAD) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
307 (RAD) Theory	Land & Revenue Manual – I (Maharashtra Land Revenue Manual Vo.I) – 307 (RAD)	4	45	80	32
307 (RAD) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
308 (RAD) Theory	Land & Revenue Manual – II (Maharashtra Land Revenue Manual Vo.) – 308 (RAD)	4	45	80	32
308 (RAD) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
309 (RAD) Theory	Revenue related laws & allied acts-III – 309 (RAD)	4	45	80	32
309 (RAD) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
310 (RAD) Theory	Revenue related laws & Allied Acts-IV – 310 (RAD)	4	45	80	32
310 (RAD) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8



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**Semester-III = Specialisation = Finance and Accounts Administration (FAC) – 311, 312, 313, 314,  
315**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
311 (FAC) Theory	Maharashtra Civil Service Rules – 311 (FAC)	4	45	80	32
311 (FAC) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
312 (FAC) Theory	Audit and Account Codes – 312 (FAC)	4	45	80	32
312 (FAC) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
313 (FAC) Theory	Commercial Book Keeping – 313 (FAC)	4	45	80	32
313 (FAC) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
314 (FAC) Theory	Financial and Treasury Rules – 314 (FAC)	4	45	80	32
314 (FAC) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
315 (FAC) Theory	E-Governance initiatives of finance department – 315 (FAC)	4	45	80	32
315 (FAC) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Co-operation and Administration (COR) – 316, 317, 318, 319, 320**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
316 (COR) Theory	Cooperative sector management – 316 (COR)	4	45	80	32
316 (COR) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
317 (COR) Theory	Cooperative sector management (Credit) – 317 (COR)	4	45	80	32
317 (COR) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
318 (COR) Theory	Cooperative sector management (Production, Processing & Mark.) – 318 (COR)	4	45	80	32
318 (COR) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
319 (COR) Theory	Cooperative sector management (Service) – 319 (COR)	4	45	80	32
319 (COR) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
320 (COR) Theory	Allied Cooperative sector management – 320 (COR)	4	45	80	32
320 (COR) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = School Education Administration (EDU) – 321, 322, 323, 324, 325**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
321 (EDU) Theory	Structures & Functions of Education Department – 321 (EDU)	4	45	80	32
321 (EDU) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
322 (EDU) Theory	Acts, rules and regulations of Education Department and Maharashtra– 322 (EDU)	4	45	80	32
322 (EDU) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
323 (EDU) Theory	Current trends in Education and Schemes – 323 (EDU)	4	45	80	32
323 (EDU) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
324 (EDU) Theory	Various Educational Institutes & their functions – 324 (EDU)	4	45	80	32
324 (EDU) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
325 (EDU) Theory	Budget and financial rules – 325 (EDU)	4	45	80	32
325 (EDU) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Secretariat Systems (SES) – 326, 327, 328, 329, 330**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
326 (SES) Theory	Constitution and Legislative rules – 326 (SES)	4	45	80	32
326 (SES) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
327 (SES) Theory	Acts, Rules – 327 (SES)	4	45	80	32
327 (SES) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
328 (SES) Theory	Civil Service Rules – II – 328 (SES)	4	45	80	32
328 (SES) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
329 (SES) Theory	Secretariat rules and office procedures – 329 (SES)	4	45	80	32
329 (SES) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
330 (SES) Theory	Budget and Financial Rules – 330 (SES)	4	45	80	32
330 (SES) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Rural Development Administration (RUD) – 331, 332, 333, 334, 335**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
331 (RUD) Theory	Panchayat Samiti & Zilla Parishad related acts and codes – 331 (RUD)	4	45	80	32
331 (RUD) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
332 (RUD) Theory	Rural sector related laws and allied acts – 332 (RUD)	4	45	80	32
332 (RUD) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
333 (RUD) Theory	MCSR, Finance and Accounting rules – 333 (RUD)	4	45	80	32
333 (RUD) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
334 (RUD) Theory	Project Management in Rural Development – II – 334 (RUD)	4	45	80	32
334 (RUD) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
335 (RUD) Theory	Sustainable Rural Development – 335 (RUD)	4	45	80	32
335 (RUD) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Taxation and Administration (TAX) – 336, 337, 338, 339, 340**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
336 (TAX) Theory	Constitutional base of the GST – 336 (TAX)	4	45	80	32
336 (TAX) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
337 (TAX) Theory	GST act, IGST act and other acts – 337 (TAX)	4	45	80	32
337 (TAX) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
338 (TAX) Theory	GST rules – 338 (TAX)	4	45	80	32
338 (TAX) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
339 (TAX) Theory	MCSR Rules and Judicial Acts – 339 (TAX)	4	45	80	32
339 (TAX) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
340 (TAX) Theory	Commercial Acts and Accounts – 340 (TAX)	4	45	80	32
340 (TAX) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Excise (EXE) – 341, 342, 343, 344, 345**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
341 (EXE) Theory	Maharashtra Prohibition Acts – 341 (EXE)	4	45	80	32
341 (EXE) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
342 (EXE) Theory	Rules, Notifications & Orders under Maharashtra Prohi. Acts – 342 (EXE)	4	45	80	32
342 (EXE) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
343 (EXE) Theory	Medicinal and Toilet Preparations – 343 (EXE)	4	45	80	32
343 (EXE) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
344 (EXE) Theory	Narcotic Drugs and Psychotropic Substances Act 1985 & Rules – 344 (EXE)	4	45	80	32
344 (EXE) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
345 (EXE) Theory	Indian Penal Code, Code of Criminal Procedure, Evidence Act – 345 (EXE)	4	45	80	32
345 (EXE) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8



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**Semester-III = Specialisation = Transport Administration (RTA) – 346, 347, 348, 349, 350**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
346 (RTA) Theory	Automobile Engineering – 346 (RTA)	4	45	80	32
346 (RTA) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
347 (RTA) Theory	Acts relating to motor vehicles – 347 (RTA)	4	45	80	32
347 (RTA) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
348 (RTA) Theory	Taxation on vehicles and general transport problem	4	45	80	32
348 (RTA) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
349 (RTA) Theory	Major Acts (IPC, CrPC & Evidence Act) – 349 (RTA)	4	45	80	32
349 (RTA) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
350 (RTA) Theory	Financial rules and service rules – 350 (RTA)	4	45	80	32
350 (RTA) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Urban Development Administration (UMD) – 351, 352, 353, 354, 355**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
351 (UMD) Theory	Local Self Government – I – 351 (UMD)	4	45	80	32
351 (UMD) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
352 (UMD) Theory	Local Self Government – II – 352 (UMD)	4	45	80	32
352 (UMD) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
353 (UMD) Theory	Project Management in Urban Development – 352 (UMD)	4	45	80	32
353 (UMD) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
354 (UMD) Theory	Finance and Administration – 354 (UMD)	4	45	80	32
354 (UMD) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
355 (UMD) Theory	Urban Sustainable Development – 355 (UMD)	4	45	80	32
355 (UMD) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Skills Development, Employment & Entrepreneurship (EMP) –**

**356 357 358 359 360**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
356 (EMP) Theory	Organisational structure and functions – 356 (EMP)	4	45	80	32
356 (EMP) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
357 (EMP) Theory	Policy and regulatory framework – 357 (EMP)	4	45	80	32
357 (EMP) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
358 (EMP) Theory	Developmental interventions programmes and Schemes – 358 (EMP)	4	45	80	32
358 (EMP) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
359 (EMP) Theory	Institutional Arrangements – 359 (EMP)	4	45	80	32
359 (EMP) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
360 (EMP) Theory	Maharashtra Civil Services Rules and Financial Rules – 360 (EMP)	4	45	80	32
360 (EMP) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Tribal Development Department (TRI) – 361, 362, 363, 364, 365**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
361 (TRI) Theory	Structure and functions of Tribal Development Department – 361 (TRI)	4	45	80	32
361 (TRI) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
362 (TRI) Theory	Acts, Rules and Regulations related to Tribal Development Department – 362 (TRI)	4	45	80	32
362 (TRI) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
363 (TRI) Theory	Concept of I.T.D.P. and Schemes – 363 (TRI)	4	45	80	32
363 (TRI) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
364 (TRI) Theory	Maharashtra Civil Services Rules – 364 (TRI)	4	45	80	32
364 (TRI) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
365 (TRI) Theory	Financial Management in Tribal Development Department – 365 (TRI)	4	45	80	32
365 (TRI) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III = Specialisation = Industries (IND) – 366, 367, 368, 369, 370**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
366 (IND) Theory	Organisational Structure and functions of Industries Department – 366 (IND)	4	45	80	32
366 (IND) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
367 (IND) Theory	Policy and Regulatory Framework for Industries Department – 367 (IND)	4	45	80	32
367 (IND) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
368 (IND) Theory	Developmental Interventions Programmes and Schemes – 368 (IND)	4	45	80	32
368 (IND) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
369 (IND) Theory	Institutional arrangements for Industrial Development – 369 (IND)	4	45	80	32
369 (IND) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
370 (IND) Theory	Maharashtra Civil Services Rules and Financial Rules – 370 (IND)	4	45	80	32
370 (IND) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-III**

**Specialisation = Land Records and Administration (SLR) – 371, 372, 373, 374, 375**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
371 (SLR) Theory	Revenue and Allied Acts-I – 371 (SLR)	4	45	80	32
371 (SLR) Practicals	<b>Practical Components</b> – Military Attachments	2	20	20	8
372 (SLR) Theory	Revenue Acts and Code-II – 372 (SLR)	4	45	80	32
372 (SLR) Practicals	<b>Practical Components</b> – Village Attachment Report	2	20	20	8
373 (SLR) Theory	Survey and Settlement –I – 373 (SLR)	4	45	80	32
373 (SLR) Practicals	<b>Practical Components</b> – Judiciary Attachment Report	2	20	20	8
374 (SLR) Theory	Survey and Settlement -II – 374 (SLR)	4	45	80	32
374 (SLR) Practicals	<b>Practical Components</b> – Parliamentary Appreciation Module	2	20	20	8
375 (SLR) Theory	Establishment and Accounts – 375 (SLR)	4	45	80	32
375 (SLR) Practicals	<b>Practical Components</b> – Legislative Procedures Module	2	20	20	8

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**Semester-IV**

**Semester IV = Debriefing Course – 401, 403, 405**

<b>Revised and Utilised Subject Code</b>	<b>Revised and Utilised Course Title</b>	<b>Credits</b>	<b>Number of Hours</b>	<b>Total Marks</b>	<b>Marks for Passing</b>
401 Theory	Responsive Governance	4	50	80	32
401 Practicals	<b>Practical Components</b> for Responsive Governance	2	25	20	8
403 Theory	Applied Leadership	4	50	80	32
403 Practicals	<b>Practical Components</b> for ICT for Applied Leadership	2	25	20	8
405 Theory	Dissertation – based on specialization in Semesters II and III	10		100	40