

FAR WESTERN UNIVERSITY
FACULTY OF HUMANITIES AND SOCIAL SCIENCES
Master of Public Administration and Leadership (MPAL) One-year
Program

Entrance Exam Syllabus 2082



Office of the Dean
Faculty of Humanities and Social Sciences
Mahendranagar, Kanchanpur

Far Western University
MPAL – One-Year Master in Public Administration and Leadership
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1. Public Administration & Governance (30%)

- Concept, scope, and evolution of public administration
- Public vs. private administration
- Principles of organization, management, and leadership in administration
- Bureaucracy, red tape, accountability, and ethics
- Decentralization, devolution, and local governance
- Civil service system and human resource management in government
- Theories of public administration (classical, modern, neo-classical)
- Good governance, transparency, and anti-corruption framework
- Public policy cycle: formulation, implementation, monitoring, evaluation

2. Leadership & Management (20%)

- Meaning, styles, and qualities of leadership
- Leadership vs. management
- Emotional intelligence in leadership
- Strategic visioning and decision-making
- Conflict management and negotiation
- Stakeholder engagement and team building
- Change management and innovation in organizational settings
- Motivation theories and human psychology in leadership

3. Nepal's Administrative System & Contemporary Issues (20%)

- Structure of governance in Nepal (federal, provincial, local levels)
- Administrative reforms and institutions in Nepal
- National planning and development process
- Service delivery mechanisms
- Public enterprises and privatization
- Citizen-centric governance in Nepal
- Contemporary national issues related to governance, development, service delivery, and integrity

4. Research Methods and Public Policy Analysis (15%)

- Fundamentals of research methodology (qualitative & quantitative) •
- Data collection, analysis, and interpretation
- Policy formulation, implementation, and evaluation
- Economic concepts relevant to public sector management
- Current issues in Nepal's economy and development
- Analytical problem-solving and Critical reasoning
- Basic statistics (mean, median, variation conceptually)
- Graph-based interpretation

5. ICT, Communication & Academic Writing (10%)

- Use of ICT in public administration
- Academic writing skills (English & Nepali)
- Report and proposal writing
- Official communication style
- Summarizing and drafting short official texts
- Professional academic writing fundamentals

6. General Knowledge & Current Affairs (5%)

- Major national and international events
- Public figures, institutions, and organizations
- Sustainable development
- Social, economic, and political dynamics affecting administration and leadership

Exam Format:

- **Total Marks:** 100
- **Duration:** 3 hours
- **Question Pattern:**
 - Objective multiple choice (MCQ): 60 marks
 - Short descriptive questions: 20 marks
 - Analytical case-based question: 10 marks
 - Essay (argumentative or analytical): 10 marks

Note: 1. *Student can write answer of Subjective questions either in English or Nepali.*

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MPAL Entrance Exam – Model Questions

Section A: Multiple Choice Questions (60 marks – 1.5 marks each)

1. Which principle is not commonly associated with good governance?
 - a) Accountability
 - b) Transparency
 - c) Nepotism
 - d) Participation
2. Who is known as the father of scientific management?
 - a) Max Weber
 - b) Herbert Simon
 - c) F.W. Taylor
 - d) Woodrow Wilson
3. In Nepal, which level of government is primarily responsible for local service delivery?
 - a) Federal
 - b) Provincial
 - c) Local
 - d) Central administrative office
4. Emotional Intelligence primarily refers to:
 - a) IQ measurement
 - b) Logical reasoning
 - c) Self-awareness and emotional control
 - d) Memory capacity
5. Which of the following is a qualitative leadership trait?
 - a) Height
 - b) Charisma
 - c) Age
 - d) Technical writing
6. The Constitution of Nepal was promulgated in:
 - a) 2070 B.S.
 - b) 2072 B.S.
 - c) 2068 B.S.
 - d) 2075 B.S.
7. The process of transferring authority from central to local units is known as:
 - a) Centralization
 - b) Public engagement
 - c) Decentralization
 - d) Bureaucratization

8. Which of the following is an example of a public enterprise in Nepal?
 - a) Nabil Bank
 - b) Nepal Telecom
 - c) Unilever Nepal
 - d) Jyoti Group
9. Which leadership style focuses on teamwork, communication, and motivation?
 - a) Autocratic
 - b) Democratic
 - c) Laissez-faire
 - d) Transactional
10. In communication, the term “noise” refers to:
 - a) Sound produced in a crowd
 - b) Any interference with message delivery
 - c) Phone disturbances
 - d) Public announcements

Section B: Short Descriptive Questions (20 marks – 4 marks each)

1. Define public administration and explain its importance in governance.
2. What is leadership? Describe three qualities of an effective leader.
3. Explain Nepal’s current federal administrative structure.
4. What is meant by accountability in public administration? Provide examples.

Section C: Analytical / Case-Based Question (10 marks)

Read the following scenario and answer the questions:

A newly appointed Chief Administrative Officer at a municipality discovers delays in citizen service delivery due to unclear communication channels, lack of digital systems, and poor internal coordination among departments.

Questions:

- a) Identify two administrative problems reflected in this case.
- b) Suggest three solutions to improve service delivery.

Section D: Essay Question (10 marks)

Write an analytical essay on one of the following (approx. 250–300 words):

- a) Leadership in the public sector: Challenges and opportunities

or

- b) Good governance as a foundation for sustainable national development