

FAR WESTERN UNIVERSITY
FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Master of Public Administration and Leadership (MPAL) One-year Program

Course Structure 2082 (2025A.D.)



Office of the Dean

Faculty of Humanities and Social Sciences

Mahendranagar, Kanchanpur

Master of Public Administration and Leadership (MPAL) One-year Program

1. Introduction of the Program

The Master of Public Administration and Leadership (MPAL) one-year program is offered in a blended mode (online and physical presence) at Far Western University which will provide opportunities for civil servants and employees of different organizations to obtain professional degrees conveniently. The program is a judicious blend of both theoretical and practical courses during the academic years to prepare skilled man power for workforce. The main objective of the program is to prepare skilled human resource to work in governmental and non-governmental jobs at different work places. The program is divided into two semesters. It is designed for those who aspire to grab employment opportunities in civil services and those who are working at different level positions in government/non-government jobs and other public/private sectors of the state. The program uses group and individual interactive methods, self-directed materials, and information technology. It will also help those people to develop their skills through simulated and real workplace situations.

The Graduate program in Public Administration and Leadership (MPAL) is a one-year multidisciplinary program aimed at providing students with analytical and professional skills, combined with knowledge of public administration, management, policy making, science and technology, psychology, medicine and leadership in government. The modules offered in the MPA program are designed to provide participants with a rigorous and multidisciplinary curriculum in public administration, economics, politics and leadership. The MPAL aims to equip students with a comprehensive knowledge of the nature, role and development of the public sector, and an awareness of public service values.

Studying Public Administration and Leadership at FWU will open up the world of politics, public administration and civil society in Nepal and internationally. Graduates will learn to recognize that politics is not just the responsibility of those we elect but that it is of concern to individual citizens and to the organizations that they are part of. They will learn not only to understand the world of public leadership but how to critically analyze it.

2. Duration, Working Days and Attendance of the Program

The MPAL program will be for two semesters and students should complete the program within the specified duration. The maximum duration of the program is three years from the date of registration in the program. A student eligible for the award of master's degree in Public Administration and Leadership has to complete all the papers offered during the program within the extended period.

Working Days

Each semester must have at least 96 working days, not including the time set aside for exams and admissions. During this period, all students are required to attend classes regularly to ensure they are available for advice, guidance, discussions, and consultations whenever needed.

Attendance

The minimum attendance of students shall have to be 80% for all coursework.

Teaching Pedagogy

- a. Case study
- b. Field work
- c. Theory classes
- d. O & M survey
- e. Policy brief writing
- f. Report writing
- g. Conflict mediation and resolution
- h. Webinar/Seminar/Conferences
- i. Policy/Social laboratory

3. Medium of Instruction and Examination

The medium of instruction may be English, Nepali, or both. However, assignments and term-end exam questions will be provided in English. Entrance exams for admission and end-semester exams will be held in person at the central campus in Mahendranagar.

4. MPAL Program Conducting System.

The MPAL program will be conducted in blended mode. In this, 50% of time has been allotted for online classes and 50% time for classes with physical presence. Conducting physical classes and maintaining the portfolio will be done by the Dean's Office. Online classes can be conducted from a single location.

5. Area of Specialization of MPAL program

In the completion of this program the students will get a degree of M. A. Public Administration and Leadership.

6. Course Structure

Semester I

- Public Administration Theory & Practice 3 Credits (48 hours)
- Applied Research Methods in Public Administration and Leadership 3 Credits (48 hours)
- Organisational Behaviour 3 Credits (48 hours)
- Political Economics 3 Credits (48 hours)

Semester II

- Sustainable Development 3 Credits (48 hours)
- Comparative Politics and leadership 3 Credits (48 hours)
- Applied Public Sector Human Resource Management 3 Credits (48 hours)
- Applied Public Policy and Leadership 3 Credits (48 hours)
- Dissertation (6 Credits)

7. Evaluation Scheme

In the MPAL program, student learning will be evaluated in two ways: internal assignments and external examinations.

Internal Evaluation 40%	External Evaluation (Final Examination) 60%
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Internal evaluation will be based on the following criteria:

seminars/workshops/conference presentations, written essays/ term papers, unit tests/ mid-term examinations, and debates will be conducted in the form of continuous assessment. Internal assessment will be based on the following activities by the course instructor:

- Attendance and Participation in class activities:
- Assignment I : Fieldwork and Seminar/presentation
- Assignment II: Term paper and project work
- Mid-term exam:

External Evaluation (Final Examination)

Theoretical Examination

- ❖ Examination will be conducted at the end of each semester as per the details of the examination scheme of the University. The external examination of the theory subject will be conducted by the Examination Control Office.
- ❖ Students will be allowed to appear for the final examination only if they study regularly maintain at least 80% attendance in all course work and pass the internal assessment.

- ❖ The minimum passing marks or grade in each subject examination should be 50%. Students will have to pass external and internal examinations separately.
- ❖ Students who pass the end semester examination of both the semesters will be allowed to participate in thesis writing.
- ❖ Office of the Controller of Examination will conduct final examination at the end of each semester.

Questions description for semester- end examination

Types of questions	Total questions to be asked	Number of questions to be answered and marks allocated	Total marks
Long Answer Questions	6 (Analytical)	5x15	75
Problem Solving Question	1	1x25	25

8. Grading System

Final evaluation of the course is carried out on a four-point grading system which is as follows:

Letter Grade	Grade Point Average (GPA)	Cumulative Grade Point Average (CGPA)	Marks	Remark
A+	4	4.00	90 and above	
A	3.7	3.70-3.99	80 to below 90	
B+	3.3	3.30-3.69	70 to below 80	
B	3	3.00-3.29	60 to below 70	
B-	2.7	2.70-2.99	50 to below 60	
INC	-	Below 2.4	Below 40	Incomplete

Students will be awarded grade points at the end of each semester based on their in-semester and end semester examination scores.

9. Semester Grade Point Average (SGPA/CGPA)

To pass the semester SGPA/CGPA must be 3.0 or above at the end of each semester.

10. MPAL (One-year) Degree Requirements

Students completing MPAL (one-year) degree requirements:

- The students must complete all the courses and thesis as prescribed in the course structure within the specified period.
- The students must obtain a minimum required grade-points (SGPA/CGPA 3.0) on a 4.0 grade scale.
- The students must complete the prescribed 30 credit hours with a minimum passing grade.

11. MPAL (One-year) Admission Process

The one-year Master of Public Administration and Leadership (MPAL) program is in high demand among graduates. It offers comprehensive knowledge and essential skills for those aiming to succeed in the social sector. The curriculum combines both theoretical understanding as well as practical experience, preparing students for real-world challenges.

Far Western University, under the Faculty of Humanities and Social Sciences, offers admission to the MPAL program through an entrance examination. The entrance exam will be conducted by the Dean's Office and the final examination will be conducted by the Office of the Controller of Examinations in coordination with the Office of the Dean at the Central Campus, Mahendranagar.

Applicants must have completed a master's degree in any discipline from a recognized university to be eligible for admission.

12. Highlights

Course Name	Master of Public Administration and Leadership (MPAL)
Type	Blended
Eligibility	Master's degree in any discipline
Duration	One year (2 semesters)
Admission Process	Based on the entrance exam
Number of Seats	30