

Syllabus final



U.P. HIGHER EDUCATION SERVICES COMMISSION
18-A, Nyay Marg, Prayagraj- 211 001

SYLLABUS FOR THE WRITTEN EXAM. OF PRINCIPAL

PART-A : GENERAL KNOWLEDGE

30 Marks

This part will consist of 30 objective type multiple choice questions each carrying 01 mark. Minimum 03 questions will be set from each unit.

Unit-1

Current Affairs -

- (i) Current events of State, National and International importance.
- (ii) Personalities in news.
- (iii) Games, sports and multi media.
- (iv) Science, Technology and environment in contemporary context.

Unit-2

Indian Polity, History, Economy and Geography -

- (i) Indian constitution and polity.
- (ii) Legal and Constitutional development related with educational system.
- (iii) Indian History and national movement.
- (iv) Indian Economy.
- (v) Basic Indian Geography.

Unit-3

Information and communication Technology (ICT) -

- (i) ICT: Advantages, disadvantages and uses.
- (ii) Basics of Internet and its applications.
- (iii) Developments in Educational Technology.

PART-B : ADMINISTRATIVE APTITUDE TEST

70 Marks

This part will consist of 70 objective type multiple choice questions each carrying 01 mark. Minimum 05 questions will be set from each unit.

Unit-1

Indian Culture and ethics -

- (i) Ancient Indian Education.
- (ii) Guru -shisya Parampara.
- (iii) Indian art & literature.
- (iv) India's contribution to world heritage.
- (v) Promotion of ethics and values in academic institutions.

Unit-2

Pre and Post Independence Educational Scenario -

- (i) Development of Universities after 1850.
- (ii) Pre & Post Independent Educational thinkers- Tilak, Gandhi, Malviya, Swami Vivekanand, Tagore, Radhakrishnan, Kalam.
- (iii) Various Educational Commissions after Independence.
- (iv) New Education Policy (NEP).

- Unit-3 Higher Education System-**
(i) Institutions of higher learning and research in India.
(ii) Formal and Distance Education.
(iii) General and Professional Education.
(iv) Regulatory bodies for higher education with special reference to UGC, NCTE, AICTE, MCI, NAAC, BCI and RCI.
- Unit-4 Governance and Administration of Higher Education in U.P. -**
(i) University and Colleges : Authorities, Bodies and Boards.
(ii) Service conditions of teaching, non-teaching staff and Principals.
(iii) Recognition and affiliation of colleges.
(iv) Pattern and conduct of examination.
(v) Good Governance in Higher Education with special reference to RTI, IQAC, Prohibition of Ragging and Students Union Election.
- Unit-5 Acts, Statutes and Ordinances related to Higher Education-**
(i) U.P. State Universities Act, 1973.
(ii) U.P. Higher Education Services Commission Act and Regulations.
(iii) University Statues, Ordinances and Regulations.
(iv) UGC Act and Regulations related to appointment and Service Conditions of Teachers.
- Unit-6 Financial Management-**
(i) Sources of Financial Assistance.
(ii) Financial Management in Colleges.
(iii) Operation of Accounts.
(iv) Budget and Audit System.
(v) Knowledge of Financial handbook related with educational administration.
- Unit-7 Rights and Duties of Principal -**
(i) Rights and Duties of Principal with reference to different stake holders
(ii) Development and maintenance of facilities and assets.
(iii) Role of Principal in promoting excellence in academic and co-curricular activities.
(iv) Maintenance of discipline and order.

Note : There will be a provision of negative marking. Each wrong answer will carry (-) .25 mark.