

# Template for Curricula/Syllabi of Degree Program

**Program Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Faculty:** \_\_\_\_\_

**1. Department Mission**

**2. Introduction**

**3. Program Introduction**

**4. Program Objectives**

1. ....
2. ....
3. ....
4. ....
5. ....

**5. Market Need / Rationale of the Program**

The proposal for new program should include a market survey to address the need for introducing the program.

Program need assessment may include feedback from multiple sources such as:

- a) **Potential Students for the program.** (career needs, subject interest etc.)
- b) **Potential Employers** (Public, private, NGOs, required skill set, industry projections, employment opportunities/estimated market demand/Number of job openings, Current and future prospects)
- c) **Academic Projections** (The national/ international universities that have launched the similar program)
- d) **Faculty** (Faculty credentials, capacity, resources sufficiency etc.)
- e) **Physical Facilities**(Lab and library facilities etc.)

**6. Admission Eligibility Criteria**

- Years of Study completed
- Study Program/Subject
- Percentage/CGPA

- Entry Test (if applicable) with minimum requirement
- Any other (if applicable)

### 7. Duration of the Program

Semesters/Years/ Credit hours

### 8. Categorization of Courses as per HEC Recommendation and Difference

Semester	Courses	Category(Credit Hours)					Semester Load
		Core Courses	Basic Courses	Major Electives	Minor Electives	Any Other	
1							
2							
3							
4							
5							
6							
7							
8							
PU							
HEC Guidelines							
Difference (HEC &) PU							

*\*Core: Compulsory, Basic: Foundation, Major Electives: Professional Minor Electives: Specialization*

*Note: The course/column heads are customizable according to nature and level of the program.*

### 9. Scheme of Studies / Semester-wise workload

#	Code	Course Title	Course Type	Prerequisite	Credit hours		
<b>Semester I</b>							
1.							
2.							
3.							
4.							
5.							

<b>Total Credit Hours</b>							
<b>Semester II</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							
<b>Semester III</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							
<b>Semester IV</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							
<b>Semester V</b>							
1.							
2.							
3.							
4.							
5.							

<b>Total Credit Hours</b>							
<b>Semester VI</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							
<b>Semester VII</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							
<b>Semester VIII</b>							
1.							
2.							
3.							
4.							
5.							
<b>Total Credit Hours</b>							

1. Type of course may be core (compulsory), basic (foundation), major elective (professional), minor elective (specialization) etc.

### **Research Thesis / Project /Internship**

Details (credit hours, semesters etc.)

## **10. Award of Degree**

Degree awarding criteria stating:

CGPA percentage required to Qualify

Thesis /Project/Internship

Any other requirement, e.g. Comprehensive examination(if applicable)

**11. NOC from Professional Councils (if applicable)**

Provide the status of NOC from the concerned Professional Council(s), if applicable, depending on nature of the program being propose

**12. Faculty Strength**

<b>Degree</b>	<b>Area/Specialization</b>	<b>Total</b>
PhD	1. ....	
	2. ....	
	3. ....	
	4. ....	
MS/MPhil	1. ....	
	2. ....	
	3. ....	
	4. ....	
<b>Total</b>		

**13. Present Student Teacher Ratio in the Department**

**14. Course Outlines separately for each course.** The course outline has following elements:

- Basic Information. Title and Code Number, Semester, and Credit Hours
- Pre-requisites course requirements/ skills
- Learning Outcomes
- Contents

**Unit-I**

1.1 Headings

1.1.1 Sub-headings

**Unit-II**

2.1 Headings

2.1.1 Sub-headings

- Teaching-learning Strategies
- Assignments- Types and Number with calendar
- Assessment and Examinations:

Sr. No.	Elements	Weightage	Details
1.	Midterm Assessment	35%	It takes place at the mid-point of the semester.
2.	Formative Assessment	25%	It is continuous assessment. It includes: classroom participation, attendance, assignments and presentations, homework, attitude and behavior, hands-on-activities, short tests, quizzes etc.
3.	Final Assessment	40%	It takes place at the end of the semester. It is mostly in the form of a test, but owing to the nature of the course the teacher may assess their students based on term paper, research proposal development, field work and report writing etc.

- Textbooks. In the detail course outline, one may mention chapters of the textbook with the content topics
- Suggested Readings
  - Books
  - Journal Articles/ Reports

Note:

1. It is preferable to use latest available editions of books. Mention the publisher & year of publication.
2. The References/ bibliography may be in accordance with the typing manual of the concerned faculty/subject

## Checklist for a New Academic Program

<b>Parameters</b>	
1. Department Mission and Introduction	<input type="checkbox"/>
2. Program Introduction	<input type="checkbox"/>
3. Program Alignment with University Mission	<input type="checkbox"/>
4. Program Objectives	<input type="checkbox"/>
5. Market Need/ Rationale	<input type="checkbox"/>
6. Admission Eligibility Criteria	<input type="checkbox"/>
7. Duration of the Program	<input type="checkbox"/>
8. Assessment Criteria	<input type="checkbox"/>
9. Courses Categorization as per HEC Recommendation	<input type="checkbox"/>
10. Curriculum Difference	<input type="checkbox"/>
11. Study Scheme / Semester-wise Workload	<input type="checkbox"/>
12. Award of Degree	<input type="checkbox"/>
13. Faculty Strength	<input type="checkbox"/>
14. NOC from Professional Councils (if applicable)	<input type="checkbox"/>

\_\_\_\_\_  
\_\_\_\_\_

**Program Coordinator**

**Chairperson**