



University of Madras
Department of Politics and Public Administration
Entrance Exam - 2023-2024
M.A. Public Administration

Syllabus

Unit 1- Constitution of India

Evolution of Indian Constitution– Making of the Constitution– Salient Features of Indian Constitution– Preamble–Union and its Territory– Citizenship– Fundamental Rights and Duties– Directive Principles of State Policy – Amendment of the Constitution– Basic Structure of the Constitution– Parliamentary System– Federal System

Unit 2 – Government and Administration in India

Union Government– President– Vice President– Prime Minister– Council of Ministers– Parliament– State Government– Governor– Chief minister- Council of ministers –State legislature– Centre-State Relations– Inter-State Relations– Local Self Governments–Rural and Urban local bodies– 73rd and 74th Constitutional Amendment Act–Bureaucracy– Prime Minister’s Office; Cabinet Secretariat– Central Secretariat– Ministries and Departments– Indian Civil services – Structure- Recruitment and training

Unit 3 – Recent developments in Indian Administration

Tax Reforms- GST; Institutional reforms- Planning Commission vs NITI Aayog- Election Commission Reforms; Administrative Reforms- ARC; Technology- Direct Benefit Transfer- Pradhan Mantri Jan-Dhan Yojana- Aadhar- UPI/BHIM- Digitization of Ration Cards-LPG Subsidies; Good Governance- Right To Information, Citizen Charter, Atma Nirbhar, CPGRAMS; Institutional Framework to Fight Corruption- Central Vigilance Commission ,Comptroller and Auditor General, Lokpal, Lokayukta.

Unit 4 – Current Affairs

Suggested Readings

Fadia, B. L., and Kuldeep Fadia. "*Indian Administration.*" (2011).

Basu, Durga Das, et al. *Introduction to the Constitution of India.* Wadhwa, 2001

Maheshwari, S.R. "*Indian Administration.*"(2004)