

**Dr. BABASAHEB AMBEDKAR MARAHWADA UNIVERSITY,
AURANGABAD**

**Syllabus of Post Graduate Diploma in Human Resource Management
[PGDHRM]**

As Per Credit System Effective From Academic Year 2009-2010

O- 819 A Candidate seeking admission to **Post Graduate Diploma in Human Resource Management (PGDHRM)** should have passed Bachelor's Degree examination of any faculty with 45% marks of Dr. Babasaheb Ambedkar Marathwada University or any other degree equivalent thereto, and in case of the students belonging to reserve category, a concession of 5% is allowed.

OR

Graduate in any faculty from Dr. Babasaheb Ambedkar Marathwada University or any other degree equivalent thereto with two years work experience in some organized activity (Industry, Government, Education, Services sector, Defence, Public Undertaking or Self employment). The candidate must produce a certificate to that effect.

O-820 The Post Graduate Diploma in Human Resource Management(PGDHRM) shall be conferred on a candidate who has perused a regular course of study consisting of ONE academic Year (Two Semesters) in the relevant subjects as prescribed and has appeared and passed in all the examinations prescribed for PGDHRM course.

R- 1179 Students will be admitted on the basis of Common Entrance Test to be conducted by the University/College/ or any other competent authority.

R- 1180 The course of study for the Post Graduate Diploma In Human Resource Management will be of One Year (Two Semesters).

R- 1181. The following shall be the scheme of examinations:-

FIRST SEMESTER

Paper No	Title	Weekly		Credit		Marks Theory	Marks Sessional or Practical		Total Marks	Duration Theory Exam
		Th	Pr	Th	Pr		S	Pr		
I	Principles & Practice of Management	4	-	4		60	40		100	2 Hrs
II	Industrial Economics	4	-	4	-	60	40	-	100	2 Hrs
III	Human Resource Management	4		4		60	40		100	2 Hrs
IV	Industrial Psychology	4		4		60	40		100	2 Hrs
V	Labour Laws I	4		4	-	60	40	-	100	2 Hrs
VI	Information Technology	2	4	2	2	60	-	40	100	2 Hrs
	Total	22	4	22	+ 2 = 24	360	200	40	600	--

SECOND SEMESTER

Paper No	Title	Weekly		Credit		Marks Theory	Marks Sessional or Practical S Pr	Total Marks	Duration Theory Exam
		Th	Pr	Th	Pr				
VII	Labour Welfare & Industrial Hygiene	4	-	4		60	40	100	2 Hrs
VIII	Research Methodology & Statistical Techniques	4	-	4	-	60	40 -	100	2 Hrs
IX	Industrial Relation & Trade Union	4		4		60	40	100	2 Hrs
X	Human Resource Administration & Systems	4		4		60	40	100	2 Hrs
XI	Labor Laws- II	4		4	-	60	40 -	100	2 Hrs
XII	Project Report & VIVA	-	6	-	3	--	100	100	-
	Total	20	6	20	+ 3	300	300 -	600	--
					= 23				

R- 1182. The syllabus of the PGDHRM will be same as that of MPM first year. Therefore if the syllabus of MPM is revised, the syllabus of PGDHRM will be similar to the first and second semester syllabus of MPM.

For paper no XII the external examiners appointed by the University and the project guide will assess the performance on the basis of the following :-

1. Report Preparation 50 Marks
2. Presentation 25 Marks
3. Viva Voce 25 Marks

The examiners shall assess the performance separately and both shall submit the marks lists to the University. The average of the internal and

external shall be taken as the marks obtained by the student for the project. The project will have 3 credits.

For the remaining papers the sessional marks will be assigned by the concerned teacher and will be submitted to the Head of the Institution for onward submission to University.

The sessional marks shall be scaled down in relation to the theory marks obtained in respective paper. A variation of $\pm 10\%$ shall be allowed.

Project Report:

Project Report will be submitted to the Head of the institute by each student before the end of the second semester.

While preparing the project report, the following aspects should be considered:

- 1) The basic purpose of doing the project work is to provide practical exposure of Industrial functions at all levels.
- 2) The topic, the title and the contents will clearly indicate and relate to any relevant area of Human Resource, industrial relation or personnel management.
- 3) The essentials of research methodology shall be applied at the relevant stages while preparing the project.
- 4) Student should visit concerned industrial unit and observe, study , interact and conclude the report with necessary suggestions.

The Teaching Plan: The Teaching Plan in each course/subject shall consists of four lectures per week.. There shall be 60 marks for theory and 40 marks for sessional/practical. Each subject shall have 4 credits and the project shall have 3 credits. The total Credits for the PGDHRM shall be 47.

R- 1183. In order to pass the examination of P.G Diploma in Human Resource Management, a student should obtain 50% of the marks in aggregate, at the end of the course.

R-1184 To clear a semester a student must have secured at least 40% marks in each paper of theory, each sessional and project work.

R-1185 A student who secures at least 40% of marks in each individual theory paper sessional and project work and secured 50% or more marks but less than 60% of marks in aggregate of all semesters will be declared to have passed in the **Second Division**. There will be no pass class.

R- 1186 A student who has secured at least 40% of marks in each theory paper and each sessional and project work and 60% or more marks in aggregate of all semester will be declared to have passed in **First Class**.

R- 1187 A Student who has failed to secure atleast 40% marks in one or more papers will be declared to have **Failed** in that/those papers and such students will have to reappear for such paper/ papers and secure minimum passing marks.

R-1188 If a student has secured minimum 40% of marks in each paper but has failed to secure minimum of 50% of marks in aggregate for the course, may choose to reappear for any one or more papers (from any semester) to secure 50% of aggregate marks in that / those papers.

R-1189 Re-Admission:

- A) If a student fails to complete his project work before the end of the semester to which it belongs, he will have to take fresh admission to the course and pay Rs. 2000/- as project fee.
- B) If a student fails in one or more subjects and desires to take a repeat course by taking regular admission, he may be permitted to join the respective semester by paying the full fees prescribed for that semester.