

 <p>Estd. 1962 "A++" Accredited by NAAC (2021) With CGPA 3.52</p>	<p align="center"><b>SHIVAJI UNIVERSITY, KOLHAPUR</b>  <b>416 004, MAHARASHTRA</b>          PHONE : EPABX - 2609000, BOS Section - 0231-2609094, 2609487          Web : <a href="http://www.unishivaji.ac.in">www.unishivaji.ac.in</a> Email: <a href="mailto:bos@unishivaji.ac.in">bos@unishivaji.ac.in</a>  <b>शिवाजी विद्यापीठ, कोल्हापूर, ४१६ ००४, महाराष्ट्र</b>          दूरध्वनी - इपीबीएक्स - २०६०९०००, अभ्यासमंडळे विभाग : ०२३१- २६०९०९४, २६०९४८७          वेबसाईट : <a href="http://www.unishivaji.ac.in">www.unishivaji.ac.in</a> ईमेल : <a href="mailto:bos@unishivaji.ac.in">bos@unishivaji.ac.in</a></p>		
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Ref. No./SU/BOS/Humanities/ 294

Date :07/05/2025

To,  
The Principal,  
All Concerenced Affiliated Colleges/Institutions,  
Shivaji University, Kolhapur

Subject: Regarding syllabi of B. A. Part II (sem. III & IV) degree programme under the  
Faculty of Humanities as per National Education Policy, 2020 (NEP 2.0)

Sir/Madam,

With reference to the subject mentioned above I am directed to inform you that the University authorities have accepted and granted approval to the revised syllabi, equivalence and nature of question paper of B. A. Part II (Sem. III & IV) under the Faculty of Humanities as per National Education Policy, 2020. (NEP 2.0)

Sr.No.	Syllabus	Sr.No.	Syllabus	Sr.No.	Syllabus
1	Hindi	4	English (AEC) B.A.	7	Economics
2	English	5	English (AEC) B.Sc		
3	Psychology	6	English (AEC) B.Com	8	Defence Studies (Entire)


This syllabi shall be implemented from the academic year 2025-26 onwards. A soft copy containing the syllabus is attached herewith and it is also available on university website [www.unishivaji.ac.in](http://www.unishivaji.ac.in) (Online Syllabus).

The question paper on the pre-revised syllabi of above mentioned course will be set for the examinations to be held in October/November 2025 & March/ April, 2026. These chances are available for repeater students, if any.

You are therefore, requested to bring this to the notice of all students and teachers concerned.

Thanking you,

Yours faithfully

  
(Dr. S. M. Kubal)  
Dy. Registrar

Encl: As above

Copy to,

For Information and necessary action.

Dean, Faculty of Humanities.	Distance Education Section.
Chairman, B.O.S./Ad-hoc Board under faculty of Humanities.	Eligibility Section.
Director, Board of Examinations & Evaluation	P. G. Seminar Section.
Appointment Section A & B	P. G. Admission Section.
B. A./B.Com./B.Sc. Exam. Section.	Affiliation Section (T. 1 & T 2)
Internal Quality Assorance Cell (IQAC)	Computer Center/I. T. Cell.

# SHIVAJI UNIVERSITY, KOLHAPUR



**Established: 1962**

A\*\*AccreditedbyNAAC(2021)WithCGPA3.52

## **New Syllabus For Bachelor of Arts [B. A. in English]**

**UNDER**

**Faculty of Humanities**

**B. A. Part - II (Semester - III and IV)**

**Ability Enhancement Course (AEC)**

**STRUCTUREANDSYLLABUSINACCORDANCEWITH *NATIONAL  
EDUCATION POLICY - 2020* HAVING CHOICE BASED CREDIT SYSTEM**

**WITH MULTIPLE ENTRY AND MULTIPLE EXIT OPTIONS**

**(TO BE IMPLEMENTED FROM ACADEMIC YEAR 2025-26  
ONWARDS)**

## COURSE CODE TABLE

COURSE CATEGORY		SEMESTER	COURSE NAME	COURSE CODE	CREDITS
AEC-III	AEC-C	III	Ability Enhancement Course (AEC) English for Communication– III	BAU0325AEL303C03	2
AEC	AEC-D	IV	Ability Enhancement Course (AEC) English for communication	BAU0325AEL303D04	2

### Equivalence: B.A. II Sem- III and IV

Sem No.	Paper Code/ No	Title of Old Paper	Credit	Sem No.	Course Code	Title of New Course	Credit
III	AECC-III	English for Communication	4	III	Ability Enhancement Course (AEC) English for Communication– III	BAU0325AEL303C03	2
IV	AECC-IV	English for Communication	4	IV	Ability Enhancement Course (AEC) English for communication	BAU0325AEL303D04	2

## 12.NATURE OF THE QUESTION PAPER AND SCHEME OF MARKING

**B.A.II, Sem. III Ability Enhancement Course (AEC), English for Communication**

### QUESTION PAPER PATTERN

**B. A. II Semester - III**

**Course Category: Compulsory Course**

**Course name: Ability Enhancement Course (AEC), English for Communication**

**Course Number: Paper C**

**Course Code: BAU0325AEL303C03**

**Course Credits: 02**

**Total Marks: 50 (Theory Exam: 40, Internal Exam: 10)**

Q.1. Multiple choice questions (One mark each) (Based on Unit No. 1 & 2) (10 Marks)

Q.2 Answer any one of the following (based on Unit No. 1) (10 Marks)

Q.3. Answer any one of the following (Based on Unit No. 2). (10 Marks)

Q.4. Write short notes (Any two out of three) (Based on Unit No. 1 & 2). (10 Marks)

**Theory Exam: 40 Marks**

**Internal Evaluation: 10 Marks**

## SEMESTER-IV

**B. A. Part- II (Semester- IV ) Paper-V**

**Course Category: Ability Enhancement Course (AEC), (English for Communication)**

**Course Category: Compulsory Course**

**Course name: Ability Enhancement Course (AEC), (English for Communication)**

**Course Number: Paper D**

**Course Code: BAU0325AEL303D04**

**Course Credits: 02**

**Marks: Total Marks: 50 (Theory Exam: 40, Internal Exam: 10)**

### **QUESTION PAPER PATTERN**

- Q.1. Multiple choice questions (one mark each) (Based on Unit No. 1 & 2) (10 Marks)
- Q.2. Do as directed (Based on Unit No. 1) (10 Marks)
- Q.3. Answer any one of the following (Based on Unit No. 2). (10 Marks)
- Q.4. Write short notes (Any two out of three) (Based on Unit No. 1 & 2). (10 Marks)

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<b>CURRICULUM/SYLLABUS: (Semester-III)</b>
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**B. A. Part- II (Semester-III)**

**Course Category: Compulsory Course**

**Course name: Ability Enhancement Course (AEC), English for Communication**

**Course Number: Paper C**

**Course Code: BAU0325AEL303C03**

**Course Credits: 02**

**Total Marks: 50 (Theory Exam: 40, Internal Exam: 10)**

**Course Objectives:**

- To make students able to write resume.
- To train the students to face interviews effectively.
- To introduce students to various forms of letter writings.
- To develop writing skills of students.

**Course Outcomes:**

- Students become able to write resumes.
- Students are able to face interviews.
- Students write various types of official letters.
- Writing skills of students are developed.

<b>Course Name: Ability Enhancement Compulsory Course (English for Communication)</b>				
<b>Module No.</b>	<b>Title of the Module</b>	<b>Subtitles of the Module</b>	<b>Hours</b>	<b>Marks</b>
<b>I</b>	<b>Resume Writing and Interview Techniques</b>	A. Writing a Resume B. Preparing for an Interview C. Facing an Interview	<b>15</b>	<b>20</b>
<b>II</b>	<b>Official Letter-Writing</b>	A. Letter of Application B. Letters related to appointment (Acceptance/Joining Report) C. Office Communication (Leave of Absence, Transfer, Permission, Requests) D. Resignation Letter / Complaint Letter	<b>15</b>	<b>20</b>
<b>Total</b>			<b>30</b>	<b>40</b>

**Reference Books:**

Chow, Cynthia. *Letter writing: Business letters*. Vancouver, BC: Vancouver School Board, 1993.

David, James. *Letter writing*. London: Hodder and Stoughton, 1992.

Newlen, R.R. *Resume Writing and Interviewing Techniques that Work*, Neal-Schuman Publishers, 2006.

## SEMESTER-IV

**B. A. Part- II (Semester- IV )**

**Course Category: Compulsory Course**

**Course name: Ability Enhancement Course (AEC), (English for Communication)**

**Course Number: Paper D**

**Course Code: BAU0325AEL303D04**

**Course Credits: 02**

**Marks: Total Marks: 50 (Theory Exam: 40, Internal Exam: 10)**

**Course Objectives:**

- To introduce students with common errors in written English.
- To make the students able to identify errors related to use of articles, quantifiers, and prepositions.
- To enrich students' knowledge about subject-verb agreement.
- To develop essay writing skills of students.

**Course Outcomes:**

- Students are able find out the errors in written English.
- Students make proper use of articles, quantifiers, and prepositions.
- Students' knowledge about subject-verb agreement is enriched.
- Essay writing skill of students is developed.

Course Name: Ability Enhancement Compulsory Course (English for Communication)				
Module No.	Title of the Module	Subtitles of the Module	Hours	Marks
I	Common Errors in Written English	A. Errors related to the use of Articles B. Errors related to the use of Quantifiers C. Errors related to the use of Prepositions D. Errors related to Subject/Verb Agreement	15	20
II	Essay Writing	A. Introduction: Purpose and Process B. Brainstorming C. Opening the Essay D. Body of Information E. The Conclusion	15	20
Total			30	40

**Theory Exam: 40 Marks**

**Internal Evaluation: 10 Marks**

**Reference Books**

Hudson, Richard A. *English Grammar*. London: Taylor & Francis Group Plc, 2004.

Roy, Jennifer Rozines. *Sharpen your essay writing skills*. Berkeley Heights, NJ: Enslow Publishers, 2012.

Swartz, Richard. *Real writing: Essentials of effective essay writing*. Chicago: Contemporary Books, 1989.

Tanner, William Maddux. *Essays and Essay-Writing*. Franklin Classics Trade Press, 2018.

Yule, George. *Explaining English grammar*. Oxford [England]: Oxford University Press, 1998.

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