

PROGRAMME: POSTGRADUATE DIPLOMA IN PUBLIC ADMINISTRATION

Programme code	Degree code	Academic Plan code	Credits
B6540	65400	BC654040	120

The programme information provided here should be read in conjunction with the relevant rulebook of the Faculty of Economic and Management Sciences, and academic rules of the University of the Free State.

Information

The Postgraduate Diploma in Public Administration (PGDip Public Administration) is a specialised programme aimed at a career in the public sector. It is structured around public administration and management, with relevant ancillary modules. This programme is intended for graduates with relevant career experience in the public sector or related areas.

Admission requirements

Admission to the programme is subject to approval by the departmental chair. For admission to the PGDip in Public Administration, an applicant should have:

- A formal qualification at NQF Level 7 with an average pass mark of 60%.
- Passed a proficiency assessment at a level determined by the department.
- Completion of an Advanced Diploma may be presented for entry into a Postgraduate Diploma.

Prospective students must apply for admission to the programme in writing before 30 September of each year, prior to registration in the following year. Applications are submitted on the university's website at <https://apply.ufs.ac.za/Application/Start>. The following supporting documents should accompany an application.

1. Certified copy of ID/passport.
2. Academic record.
3. Evidence of your NQF level 7 qualification or equivalent programme final results on the official letterhead of the former institution.
4. A curriculum vitae providing evidence that an applicant has public sector experience.
5. A letter from an applicant's employer's human resources department confirming his/her appointment status and rank.

NB: Applications with outstanding supporting documents will be regarded as incomplete and will not be considered.



Curriculum

A student must be registered for a minimum of one year for the PGDip Programme. The programme comprises the following core modules.

Module name	Semester 1	Semester 2
Municipal Management	EMMA5815	
Public Policy and Service Delivery	EPAP5815	
Public Financial Administration and Management	EPAF5815	
Organisational Analysis and Intergovernmental Relations		EPAO5825
Public Human Resource Management		EPAH5825
Executive Public Management		EPAM5825
Structured module credits	60	60
Total credits	120	

Programme inquiries

For programme-related inquiries contact the programme coordinator as per the details provided here. Alternatively, you may also contact the Head of the Department.

Programme Coordinator

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