



Dear applicant

Information: Postgraduate Diploma in Public Administration (PGDip)

Academic Plan code: BC654040

Minimum total credits: 120

The PGDip is a specialised programme, aimed at a career in the Public Sector, trade unions and non-governmental organisations. It is structured around Public Administration and Management, with relevant ancillary modules.

For admission to Bachelor of Administration PGDip (Public Administration), the applicant should have a formal qualification at NQF Level 7. To be admitted to this postgraduate diploma programme a student must have obtained at least an average of 60-% for his/her degree.

A student doing the PGDip (Public Administration) programme must be registered for a minimum of one year. The programme will consist of 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	

Prospective students must apply for admission to the programme before **30 September** prior to registration in the following year. You may submit your application online at www.ufs.ac.za/prospective. Please contact the University's online applications office at 051 401 9538/9864 or email applications@ufs.ac.za for more information on how to submit your application.

Please use this checklist to ensure that you include everything with your application pack. **No applications will be accepted if all the documents are not included.**

- 1) Curriculum vitae.
- 2) Two recommendation letters.
- 3) Motivation on why you wish to be included in the PGDip programme (200 words)

Regards

Dr LM du Plessis
Head of Department: Public Administration and Management

