

DETAILED GUIDANCE ON POSTGRADUATE SELECTION REGULATIONS FOR THE MASTER OF PUBLIC ADMINISTRATION (MPA - COURSE WORK)

The detailed selection guidance set out below, should be read in conjunction with the Postgraduate Selection Regulations contained in the postgraduate yearbook of the Faculty of Economic and Management Sciences. Should you not have access to this document, please click [here](#) before proceeding.

1. The minimum selection requirements of the MPA are as follows:

- A completed bachelor's degree or equivalent (e.g. BTech, B Sos, B Ed, etc.).
- A proven academic record with an average of 60%.
- 3 years administrative and managerial experience, preferably in the public sector.
- Students must attach the following documents to their online application: a detailed curriculum vitae, academic records of all qualifications obtained, certificates and identification document.
- Electronic copies of the aforementioned must be submitted to the SPMA MPA Coordinator before 30 September 2022.
- The Postgraduate Committee of the SPMA may set additional admission requirements such as SPMA short courses completed with CE at UP.
- Admission is subject to supervisory capacity in the student's field of specialisation being available in the Department.

2. Maximum number of students admitted per year, diversity considerations and Research focus areas

Due to physical and human resource constraints, a **maximum number** of 50 students will be selected to enrol for this qualification. These numbers exclude students who are allowed to repeat compulsory modules in their second year of study.

The **diversity profile of students** will be considered as explained in the point 7 of the General Selection Principles of the Postgraduate Selection Regulation.

3. The research focus areas of the department are the following:

- Theory of Public Administration and Management
- Public Policy Administration
- Public Sector Organisational Studies
- Public Sector Financial Management
- Public Sector Human Resource Management
- Teaching and Learning of Public Administration
- Public Sector Leadership, Intergovernmental Relations
- Local Government and Administration
- Ethics in the Public Sector
- Citizen participation in service delivery (co-production)
- Public Policy and Problem Solving
- Public Management
- Public health
- Research Methodology
- Local government

4. SELECTION PROCESS

The following selection requirements are set out in the introductory paragraph of the Postgraduate Selection Regulation?

SELECTION CATEGORIES AND CLOSING DATES in the Postgraduate Selection Regulation, as follows:

- Selection is based on academic merit and students will be selected in descending order. As a consequence, those students with the highest average with reference to their academic records will be selected first up to the maximum numbers (50) to be selected and students with the lowest average will be selected last.
- Students who have completed SPMA short courses, as offered by CE at UP, will automatically be admitted to the MPA programme on condition that their academic record demonstrates an average of 60% in all subjects in an undergraduate degree at NQF Level 7 and their application is completed online before the closing date. Students who have completed the EDP (Executive Development Programme) at UP Enterprises will be credited for 5 of the 7 course work modules. These modules must have been completed within the 2-year period before the student enrolls for the MPA course work and the student must have a final mark of 60% in the completed modules. Once the student is enrolled in the programme, they will need to complete the outstanding 2 modules and mini-dissertation in order to graduate.
- Students who fail to submit any of the required documents as part of their application will immediately be disqualified from being selected.