

Dean
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Dr. Pavithra Jayawardena

Dr. Ananda Y. Karunaratne

Mr. S. Ranugge


Mr. Nandana Dissanayaka

Mr. S. Sasidaran

INVESTMENT

	LOCAL STUDENTS	FOREIGN STUDENTS
PROGRAMME FEE		
Registration Fee	LKR 5,000/=	65 USD
Course Fee	LKR 150,500/=	1942 USD
Library Fee	LKR 1,500/=	19 USD
Examination Fee	LKR 18,000/=	232 USD
TOTAL FEE Excluding Refundable Library Deposit & Application Fee	LKR 175,000/=	2258 USD
APPLICATION FEE		
Application Fee	LKR 3,000/=	40 USD
OPTIONAL		
Refundable Library Deposit	LKR 5,000/=	


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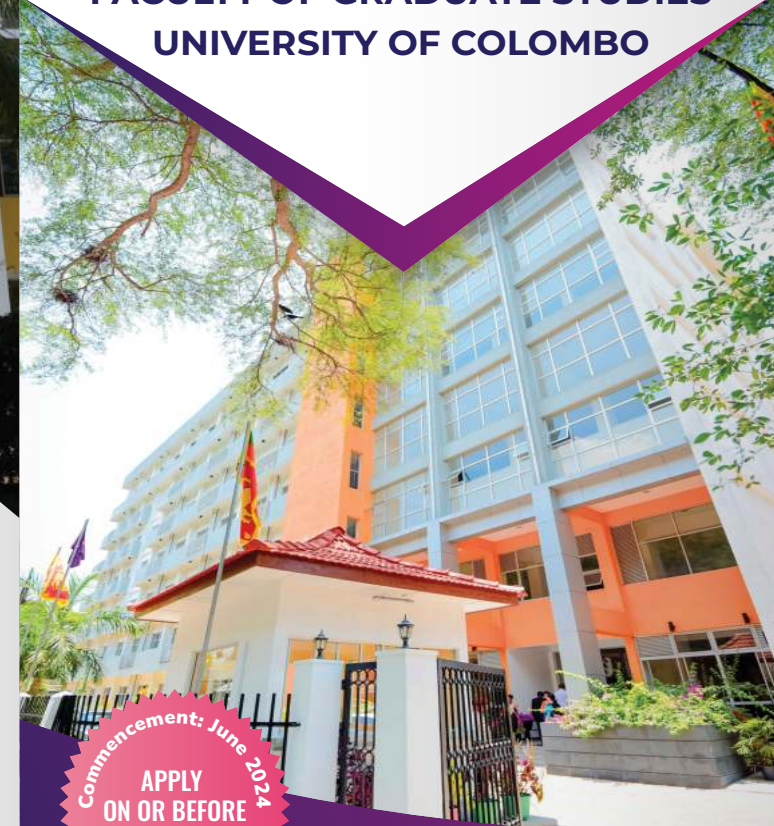
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 35/30,
Prof. Stanley Wijesundara Mawatha,
Colombo 07



FACULTY OF GRADUATE STUDIES UNIVERSITY OF COLOMBO



Commencement: June 2024
APPLY
ON OR BEFORE
31 MAY 2024

Postgraduate Diploma in PUBLIC ADMINISTRATION

PGDip (Pub Admin) - 2024/25

Online Mode SLQF LEVEL 8

SLQF LEVEL 8

 One Year
Programme

 English
Medium

 Weekend
Programme

INTRODUCTION

The University of Colombo, as part of an ongoing process of conducting courses to meet the demands of the changing times, is calling applications for the intake for the year 2024 of Postgraduate Diploma in Public Administration - PGDip (Pub Admin)

The public sector, a key player in the process of socio-economic development of a country, is managed by the public sector managers. Programs of PGDip (Pub Admin) has been designed to enhance their skills and capacities for the daunting task of managing public investments and personnel. These courses of studies are designed as Online Learning Programs so that the public sector managers, who aspire to advance their career in local, provincial and national levels of public administration, can follow them from their home or office located in any part of the country. The program encourages them to explore theory and practice in both policy analysis and public management that need a mix of skills in order to create career opportunities as managers, analysts and consultants.

The proposed programs of study would not only facilitate public sector managers to gain advanced knowledge but also help them to put new found knowledge and expertise to practice immediately in their own working environment. The contribution of such officers to enhance the level of efficiency of the public sector delivery and execution of infrastructure and human capital development projects would be the expected outcome of the program.

The study programs provide a broad-based education that will equip the public sector managers with the necessary new knowledge and key transferable skills to begin or enhance their career in public administration. The course is underpinned by a variety of teaching and learning methods. The objective is to develop and foster self-reliance in analysis and problem solving and to provide with the public sector managers the confidence to seek practical solutions to problems.

OBJECTIVES

The objectives of the programme are as follows:

- ▶ To provide the opportunity for public sector executives or graduates with some work experience, to pursue a course of study in public administration to help them perform better.
- ▶ To provide the opportunity for Private Sector executives well as applications who aspire to engage in activities or related to the Public Sector, to pursue a course of study in Public Administration to facilitate them better the career prospects.

- ▶ To impart to them an awareness of the most up to date theoretical and practical knowledge in public administration/ public management and to develop their faculties to use such knowledge in practical problem-oriented situations.
- ▶ To inculcate the skills and the professional competence that will enable candidates to effectively play managerial roles in challenging situations.
- ▶ To improve their capabilities in order to create career opportunities as managers, analysts and consultants.

ADMISSION REQUIREMENTS

The minimum entry requirements for the PgDPA shall be as follows:

- (i) A Bachelor's degree from a recognized University/Institution in Public Administration; OR
- (ii) Any other Bachelor's degree, with one (01) year of prior learning/ work experience related to Public Administration; OR
- (iii) Membership of a Professional body/Professional qualification in Public Administration or related field from a recognized professional body with prior learning/work experience in Public Administration acceptable to the Faculty Board of the FGS and the Senate of the University of Colombo; OR
- (iv) Completion of NVQ level 7 (equivalent to Bachelors degree in SLQF) with relevant work experience in Public Administration as determined by the Faculty Board and the Senate; OR
- (v) A Higher Diploma (SLQF 4) or a Diploma (SLQF 3) from a recognized University/Institution in any field with two (02) years or three (03) years of prior learning/working experience in Public Administration respectively; AND
 - ▶ A good knowledge of English language and satisfactory
 - ▶ performance at a selection test and/or an interview.

MEDIUM AND METHODS OF INSTRUCTION

English will be the medium of instruction. The teaching method will be online with the application of hybrid mode for review workshops. Candidates can follow the courses of study from their place of work or residences and they are not required to come to the University to attend the lectures. Candidates will be required to sit the written examination. This programme intends to provide knowledge not only in a theoretical sense but also at a practical decision-making level.

HOW TO APPLY

Application form can be downloaded from the Faculty website fgs.cmb.ac.lk. Completed application form along with the certified copies of National Identity Card, Birth Certificate, relevant educational and professional qualifications and work experience (if any) and payment slip should be scanned and sent via email (pgdpa@fgs.cmb.ac.lk). In addition, the photo copies of original certified documents should also be sent through the registered post to reach the Deputy Registrar, Faculty of Graduate Studies, University of Colombo, No 35/30, Prof. Stanley Wijesundara Mawatha, Colombo 07 on or before **31st May 2024**. Please mention the programme name on the left side of the envelope.

Application fee of **LKR 3,000/= (Local Students)/ 40 USD (Foreign Students)** can be paid by using the code **318531100004** through any People's Bank Branch or by using the online payment portal (pay.cmb.ac.lk).

COURSE MODULE

The PGDip (Pub Admin) programme is consisted by coursework and seminars. The course will be conducted over one academic year divided into two semesters of 22 weeks each. Evaluation of performance of candidates will be made on the basis of performance at continuous assessments and end of the semester examinations. These two components will be separately evaluated and scores for each, added together with equal weight for the two components in order to arrive at the total score for a given course. There will be Ten courses as indicated below:

SEMESTER I

- PGDPA 5101 - Introduction to Public Administration
- PGDPA 5102 - Public Sector Accounting and Finance
- PGDPA 5103 - Public Policy
- PGDPA 5104 - Managing Public Sector Organizations
- PGDPA 5105 - Communication for Public Sector Managers

SEMESTER II

- PGDPA 5206 - Human Security and Disaster Management
- PGDPA 5207 - Human Resource Management
- PGDPA 5208 - Technology and Public Sector
- PGDPA 5209 - Legal Aspects of Public Administration
- PGDPA 5210 - Ethics and Governance in Public Sector