

UNIVERSITY OF YORK

**POSTGRADUATE PROGRAMME REGULATIONS
(for PGT programmes that will run under the new modular scheme)**

This document applies to students who commence the programme(s) in:	September 2017				
Awarding institution	Teaching institution				
University of York	University of York				
Department(s)					
Politics					
Award(s) and programme title(s)			Level of qualification		
MA in Public Administration and Public Policy			Level 7 (Masters)		
Award(s) available <i>only</i> as interim awards					
PG Diploma in Public Administration and Public Policy PG Certificate in Public Administration and Public Policy					
Admissions criteria					
<ul style="list-style-type: none"> ▪ Language requirements: IELTS 6.5 (with a minimum of 6.0 in each component); PTE: 61, with no less than 55 in each component; CAE and CPE (from January 2015): 176, with no less than 169 in each component; CAE (before January 2015): 65, with 'Good' in writing; CPE (before January 2015): C; TOEFL: 87, with a minimum of 21 in each component; Trinity ISE: level 3, with Merit in all requirements. ▪ BA degree or foreign equivalent in the upper second class or higher. Applications from students with lower qualifications will be considered, particularly when the student has high marks in relevant modules and/or appropriate professional experience. 					
Length and status of the programme(s) and mode(s) of study					
Programme	Length (years) and status (full-time/part-time)	Start dates/months (if applicable – for programmes that have multiple intakes or start dates that differ from the usual academic year)	Mode		
			Face-to-face, campus-based	Distance learning	Other
MA in Public Administration and Public Policy	1 year full-time; 2 years part-time	Not applicable: does not differ from usual academic year.	X		
Language of study		English			
Programme accreditation by Professional, Statutory or Regulatory Bodies (if applicable)					
Not applicable					
Educational aims of the programme(s)					
<p>For the Masters:</p> <p>The programme provides in-depth knowledge of public administration and policy-making. The programme aims to furnish students with an understanding of the complex issues surrounding the formation, implementation and evaluation of public policy; a grasp of the international and domestic institutional contexts which shape the policy making process; and, specialist expertise in the theoretical and analytical tools necessary to conduct high quality research in public policy and administration. The range of option modules available to students, along with the</p>					

opportunity to write a dissertation on a topic of their choice, allows students to pursue expertise in a particular area of interest, from development governance to public management.
To develop and demonstrate the capacity for independent research in the production of a dissertation in public administration and public policy.

For the Diploma and Certificate:

The programme provides in-depth knowledge of public administration and policy-making. The programme aims to furnish students with an understanding of the complex issues surrounding the formation, implementation and evaluation of public policy; a grasp of the international and domestic institutional contexts which shape the policy making process; and, specialist expertise in the theoretical and analytical tools necessary to conduct high quality research in public policy and administration. The range of option modules available to students, along with the opportunity to write a dissertation on a topic of their choice, allows students to pursue expertise in particular area of interest, from development governance to public management.

Intended learning outcomes for the programme – and how the programme enables students to achieve and demonstrate the intended learning outcomes

This programme provides opportunities for students to develop and demonstrate knowledge and understanding qualities, skills and other attributes in the following areas:

The following teaching, learning and assessment methods enable students to achieve and to demonstrate the programme learning outcomes:

A: Knowledge and understanding

Able to:
For all awards:

1. Understanding of the complex issues surrounding the formation, implementation and evaluation of public policy.
2. Knowledge of the international and domestic institutional contexts that shape the policy-making process.
3. Understanding of changes in the field of public administration.
4. Understanding of the complex issues surrounding the formation, implementation and evaluation of public policy.
5. Knowledge of the international and domestic institutional contexts that shape the policy-making process.
6. Understanding of changes in the field of public administration.
7. How to apply knowledge of the above methodologies and approaches to formulating an independent essay problem

For the Masters:

8. How to develop an independent piece of research work that engages the above approaches in the discipline

Learning/teaching methods and strategies (relating to numbered outcomes):

- Seminars (1-6)
- Student presentations (1-6)
- Private study (1-6)
- Feedback on written work and seminar performance (1-6)

Types/methods of assessment (relating to numbered outcomes)

- Essay (1-8)
- Dissertation (1-8)

B: (i) Skills – discipline related	
<p>Able to:</p> <p><i>For all awards:</i></p> <ol style="list-style-type: none"> 1. Critically analyze theoretical and applied approaches to public administration and public policy; 2. Analyze and evaluate evidence in the assessment and critical scrutiny of public administration and public policy; 3. Ability to write concise academic papers in public administration and public policy, including accessing relevant bibliographic resources. 4. Ability to formulate independent analytical problems for essay writing based on knowledge of theoretical and applied analyses in public administration and public policy; <p><i>For the Masters:</i></p> <ol style="list-style-type: none"> 5. Ability to do independent research and add empirically or/and theoretically to the field of public policy and administration through a Dissertation project. 	<p>Learning/teaching methods and strategies (relating to numbered outcomes):</p> <ul style="list-style-type: none"> ▪ Seminars (1-3) ▪ Student presentations (1-3) ▪ Private study (1-3) ▪ Feedback on written work and seminar performance (1-3) ▪ Research training (3) <hr/> <p>Types/methods of assessment (relating to numbered outcomes)</p> <ul style="list-style-type: none"> ▪ Essay (1-5) ▪ Dissertation (1-5)
B: (ii) Skills - transferable	
<p>Able to:</p> <p><i>For the Masters, Diploma and Certificate:</i></p> <ol style="list-style-type: none"> 1. Think and write clearly and critically. 2. Demonstrate ability to work independently, set goals, and complete tasks within deadlines. 3. Continue to advance their knowledge and understanding in order to continue professional development and to engage in decision-making in complex environments. 4. Conduct original research. 	<p>Learning/teaching methods and strategies (relating to numbered outcomes):</p> <ul style="list-style-type: none"> ▪ Seminars (1-3) ▪ Student presentations (1-3) ▪ Private study (1-3) ▪ Feedback on written work and seminar performance (1-3) ▪ Research training (3) <hr/> <p>Types/methods of assessment (relating to numbered outcomes)</p> <ul style="list-style-type: none"> ▪ Essay (1-5) ▪ Dissertation (4)
C: Experience and other attributes	
<p>Able to:</p> <p><i>For all awards:</i></p> <ol style="list-style-type: none"> 1. Work independently 2. Work in groups 3. Present independently derived essay/research problems to class in written form and in class. <p><i>For the Masters:</i></p> <ol style="list-style-type: none"> 4. Present more in-depth methodology and empirical and/or theoretical contribution of dissertation in written form and in class 	<p>Learning/teaching methods and strategies (relating to numbered outcomes):</p> <ul style="list-style-type: none"> ▪ Seminars (1-2) ▪ Student presentations (1-2) ▪ Private study (1-2) ▪ Feedback on written work and seminar performance (1-2) <hr/> <p>Types/methods of assessment (relating to numbered outcomes)</p> <ul style="list-style-type: none"> ▪ Essay (1-3) ▪ Dissertation (1-4)

Relevant Quality Assurance Agency benchmark statement(s) and other relevant external reference points (e.g. National Occupational Standards, or the requirements of Professional, Statutory or Regulatory Bodies)

QAA: <http://www.qaa.ac.uk/AssuringStandardsAndQuality/subject-guidance/Pages/Subject-benchmark-statements.aspx>

University award regulations

To be eligible for an award of the University of York a student must undertake an approved programme of study, obtain a specified number of credits (at a specified level(s)), and meet any other requirements of the award as specified in the award requirements and programme regulations, and other University regulations (e.g. payment of fees). Credit will be awarded upon passing a module's assessment(s) but some credit may be awarded where failure has been compensated by achievement in other modules. The University's award and assessment regulations specify the University's marking scheme, and rules governing progression (including rules for compensation), reassessment and award requirements. The award and assessment regulations apply to all programmes: any exceptions that relate to this programme are approved by University Teaching Committee and are recorded at the end of this document.

Departmental policies on assessment and feedback

Detailed information on assessment (including grade descriptors, marking procedures, word counts etc.) is available in the student handbooks and through the VLE.

Information on formative and summative feedback to students on their work is in the student handbooks and the VLE.

Diagrammatic representation of the programme structure, showing the distribution and credit value of core and option modules**Masters**

Autumn term	Spring term	Summer term	Summer vacation
Theories of the Policy Process (C,20)	Public Management and Delivery (C,20)	10-12,000 word dissertation supported by research workshop (C, 60)	10-12,000 word dissertation continued (C,60)
Comparative Institutions and Public Policy (C,20)	Principles of Policy Advice (C,20)		
One option module from the list below (C,20)	One option module from the list below (C,20)		

Diploma and Certificate

Autumn term	Spring term	Summer term	Summer vacation
Theories of the Policy Process (C,20)	Public Management and Delivery (C,20)		
Comparative Institutions and Public Policy (C,20)	Principles of Policy Advice (C, 20)		
One option module from the list below (C,20)	One option module from the list below (C,20)		

Candidates who exit with a Diploma must pass all **120 credits** of taught modules.

Candidates who exit with a Certificate must pass **60 credits** of taught modules.

Diagrammatic representation of the timing of module assessments and reassessments, and the timing of departmental examination/progression boards

Autumn term	Spring term	Summer term,	Summer vacation	Date of final award board
	Autumn term essay submissions (week 1)	Spring term essay submissions (week 1)	Dissertation submission (first Monday in September)	Examination Board November
		Progression Board (week 6); Re-assessment submissions (week 9)		Resubmitted marginal fail dissertations November

Overview of modules

Core module table

Module title	Module code	Credit level ¹	Credit value ²	Prerequisites	Assessment rules ³	Timing (term and week) and format of main assessment ⁴	Independent Study Module? ⁵
Public Management & Delivery	POL00011M	7	20	n/a		Essay, SuT, week 1	no
Theories of the Policy Process	POL00012M	7	20	n/a		Essay, SpT, week 1	no
Comparative Institutions and Public Policy	POL00077M	7	20	n/a		Essay, SpT, week 1	no
Principles of Policy Advice	POL00081M	7	20	n/a		Essay, SuT, week 1	no
Dissertation (MA)	POL00041M	7	60		NC	SuVac	yes

¹ The **credit level** is an indication of the module's relative intellectual demand, complexity and depth of learning and of learner autonomy. Most modules in postgraduate programmes will be at Level 7/Masters. Some modules are permitted to be at Level 6/Honours but must be marked on a pass/fail basis. See University Teaching Committee guidance for the limits on Level 6/Honours credit.

² The **credit value** gives the notional workload for the module, where 1 credit corresponds to a notional workload of 10 hours (including contact hours, private study and assessment)

³ **Special assessment rules** (requiring University Teaching Committee approval)

P/F – the module is marked on a pass/fail basis (NB pass/fail modules cannot be compensated)

NC – the module cannot be compensated

NR – there is no reassessment opportunity for this module. It must be passed at the first attempt

⁴ AuT – Autumn Term, SpT – Spring Term, SuT – Summer Term, SuVac – Summer vacation

⁵ **Independent Study Modules** (ISMs) are assessed by a dissertation or substantial project report. They cannot be compensated (NC) and are subject to reassessment rules which differ from 'taught modules'. Masters programmes should include an ISM(s) of between 60 and 100 credits. This is usually one module but may be more.

Option modules

Module title	Module code	Credit level	Credit value	Prerequisites	Assessment rules	Timing and format of main assessment	Independent Study Module?
Africa and International Politics	POL00084M	7	20			Essay, SuT, week 1	no
Challenges to Policy-making in Democratising Countries	POL00085M	7	20	n/a		Essay, SpT, week 1	no
Contemporary Issues in International Political Economy	POL00008M	7	20	n/a		Essay, SpT, week 1	no
Critical Theories of International Political Economy	POL00006M	7	20	n/a		Essay, SuT, week 1	no
Ethics and World Politics	POL00032M	7	20	n/a		Essay, SuT, week 1	no
European Public Policy	POL00060M	7	20	n/a		Essay, SpT, week 1	no
Global Governance	POL00059M	7	20	n/a		Essay, SuT, week 1	no
Governing for the Environment	POL00067M	7	20	n/a		Essay, SuT, week 1	no
Managing Public Finances	MAN00037M	7	20	n/a		Essay, SuT, time tbc by Management	no
New Security Challenges	POL00046M	7	20	n/a		Essay, SuT, week 1	no
Politics of International Trade & Development	POL00057M	7	20	n/a		Essay, SpT, week 1	no
Politics of Migration	POL00087M	7	20	n/a		Essay, SpT, week 1	no
Politics of the Poor	POL00088M	7	20	n/a		Essay, SuT, week 1	no
Strategic Planning	MAN00038M	7	20	n/a		Essay, SuT, time tbc by York Management School	no
Themes and Theories in International Relations	POL00031M	7	20	n/a		Essay, SpT, week 1	no
Theories and Policies of Development Governance	POL00021M	7	20	n/a		Essay, SpT, week 1	no
Russian Foreign Policy from Alexander I to Vladimir Putin	HIS00074M	7	20	n/a		Essay, SpT, timing tbc by Department of History	no

Transfers out of or into the programme	
Exceptions to University Award Regulations approved by University Teaching Committee	
Exception	Date approved
Quality and Standards	
<p>The University has a framework in place to ensure that the standards of its programmes are maintained, and the quality of the learning experience is enhanced.</p> <p>Quality assurance and enhancement processes include:</p> <ol style="list-style-type: none"> 5. The academic oversight of programmes within departments by a Board of Studies, which includes student representation 6. The oversight of programmes by external examiners, who ensure that standards at the University of York are comparable with those elsewhere in the sector 7. Annual monitoring and periodic review of programmes 8. The acquisition of feedback from students by departments. <p>More information can be obtained from the Academic Support Office: http://www.york.ac.uk/admin/aso/</p>	
Date on which this programme information was updated:	15 June 2017
Departmental web page:	https://www.york.ac.uk/study/postgraduate/courses/ma-public-administration-policy/
Please note	
<p>The information above provides a concise summary of the main features of the programme and learning outcomes that a typical students might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the leaning opportunities that are provided.</p> <p>Detailed information on learning outcomes, content, delivery and assessment of modules can be found in module descriptions.</p> <p>The University reserves the right to modify this overview in unforeseen circumstances, or where processes of academic development, based on feedback from staff, students, external examiners or professional bodies, requires a change to be made. Students will be notified of any substantive changes at the first available opportunity.</p>	