



MINISTRY OF CIVIL SERVICE AND ADMINISTRATIVE REFORMS
MAURITIUS

Ministry of Civil Service and Administrative Reforms
Circular Letter No 26 of 2014
E/97/2/02 V5

08 April 2014

From: **Ag Senior Chief Executive, Ministry of Civil Service and Administrative Reforms**

To: **Supervising Officers i/c Ministries/Departments**

2014 Master Program in Public Policy
for Senior Officials in Developing Countries

Applications are invited from senior government officials of the Administrative Cadre for one scholarship for a Master Program in Public Policy at Peking University, China.

2. The scholarship is offered by the People's Republic of China to Government Officials under 45 years. The Master Programme in Public Policy is of one year duration as from September 2014.

3. The scholarship will cover all costs of participation including airfares, accommodation and transportation in China and medical insurance expenses during the training course.

4. Applicant should be holder of a Bachelor's degree or above with at least 3 years working experience. Applicants are also required to take an appropriate English Language Proficiency Test.

5. The selected candidate will be required to enter into a bond in accordance with the provisions in force. After successful completion of the training course, the officer should actively contribute towards the implementation of government policies and achievement of organisational objectives. The nominee should also be prepared to impart the newly acquired knowledge and expertise to other officers.

6. Interested candidates should submit their applications in triplicate on the enclosed application form together with the following documents:

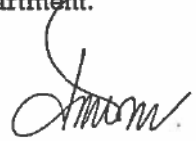
- > Survey form
- > Undertaking form;
- > Information form of Participant
- > Copies of educational, professional and birth certificate
- > Medical certificate and X-ray report (original + copy)

2/...

Applicants should submit two application forms directly to the Human Resource Development Division of this Ministry, 4th Floor, Atom House, Royal Street, Port Louis by **Friday 11 April 2014 at latest** and the third application form through their respective Supervising Officer.

7. This Circular Letter together with the application form may also be downloaded from this Ministry's website <http://civilservice.gov.mu>. Applicants may visit the online application system of the Chinese Scholarship Council at <http://laihua.csc.edu.cn>. For any additional information, you may contact the Human Resource Development Division on Tel: 212-7856.

8. It would be appreciated if the contents of this Circular Letter could be brought to the attention of eligible officers serving in your Ministry/Department.



I.M. Oree (Mrs)
Ag. Senior Chief Executive

Copy to: Secretary to Cabinet and Head of the Civil Service

2014 Master Program in Public Policy for Senior Officials in Developing Countries

Part I. About the Program

Program Objectives

This program is open to fresh university graduates as well as the experienced professionals and the government officials from different countries, and is designed to train those students in the field of public affairs, public administration, and public policy.

Students are expected to complete the program full time over 1 year.

The program aims to

- provide students with an opportunity to develop functional expertise, strategic perspectives, and public policy management tools that they require to operate effectively in a changing public policy environment or to understand such an environment.
- help students to learn both the successes and failures in China's public policy making and management, and therefore to understand more about how to manage political, economic and social development in developing countries.
- introduce students the techniques of policy analysis and program evaluation to resolve complex multi-dimensional policy challenges, as well as sharpen their leadership and communication skills.

Program Mode / Structure

Instruction:

The language of instruction is English. Classes will incorporate a mix of lectures, seminars, case discussions, tutorials, presentations and so on. Upon application, students could also choose some courses taught in Chinese.

Program Structure:

The program comprises of

- Taught Component (10 courses: 7 compulsory, 3 optional)
- Thesis Component (20,000 words)

General Courses (compulsory, 21 credits in total)

Course Name	Credits
Public Policy Analysis	3
Economics for Public Policy	3

Chinese Politics and Public Policy	3
China's Economic Reform and Development	3
Research Design and Practice	3
Introduction to China	2
Chinese Language	4

Issue Courses (optional, 9 credits)

Course Name	Credits
Chinese foreign policy	3
Health Policy and Reform	3
Innovation, and Strategy for the Industrial Development in Developing Countries	3
International and Comparative Political Economy	3
Distributive Justice in Public Policy	3
Public Finance and Tax Policy in China	3
Regional Development Strategy in China	3
Social Policy Transformation in China	3
Social Science Methodology	3
Special Topics in Ethnic Politics	3
Strategy and Management of Public and Non-profit Organization	3

Please Note: Not all issue courses run every year. If there are fewer than three students, a course will not be delivered.

Master Thesis

Students are expected to bring specific research questions concerning public policy and management to the program, as a part of thesis research preparation. Towards the end of the first semester, a number of faculty members from the school will be invited as potential thesis supervisors, and the school will make arrangement for students to choose their supervisors. The thesis is expected to combine theoretical perspectives, analytical skills and practical experiences of public management, and aiming at solving practical problems. Students must pass oral exam for the thesis.

Degree Requirements

Students are required to successfully complete 30 credit-worth course work and a master thesis and thesis defense within the required time period. After meeting the above requirements and with the approval of University Degree Committee, the master degree of Management in Public Policy will be awarded.

Part II. Application and Admissions

Application Prerequisites

All applicants must meet the following entrance requirements:

1. Applicants must be non-Chinese citizens with a valid passport, abide by laws, decrees and rules, regulations of People's Republic of China and Peking University ;
2. Applicants must have attained a Bachelor's degree or above, with a higher level of English and working experience of three years, under the age of 45, and also meet the professional requirements of the university which applicants applied for ;
3. Applicants who are not native English speakers or whose undergraduate education was not in English are required to take an appropriate English Language Proficiency Test and in general achieve a sufficient score, such as :
 - TOEFL 627 or better (Paper Based Test)
 - TOEFL 263 or better in CBT (with at least 5.0 in TWE).
 - TOEFL - iBT 107 or better
 - IELTS 7.0 or better (with at least 7.0 in Writing)
4. The candidates must be healthy and must not have any disease or situation listed below:
 - a) Diseases prohibited by Chinese Entry-Exit Inspection and Quarantine Laws and Regulations
 - b) Other severe chronic diseases like high blood pressure, cardio-cerebrovascular disease, diabetes; psychological diseases; or other infectious diseases which may harm public health
 - c) In recovery period after major surgery or acute disease attacks
 - d) Severe physically challenged
 - e) Pregnancy
5. Applicants are not allowed to bring spouse or any relative and friend during the study in China;
6. Only applicants recommended by the Embassy of the People's Republic of China will be considered and admitted.

How to Apply

STEP 1: Fill the Application Form

Please firstly fill the "Application Form of Master Program in Public Policy in Peking University" firstly, and then print the complete form out and sign your name and the date on it.

STEP 2: Sending E-copies of All Application Materials to Peking University

Applicants are required to send the electrify copies of your application materials by email (libo_polly@pku.edu.cn) or fax (0086 010 62755478). **Note: After being accepted, applicants are required to bring the hard copies of all application materials (include all physical examination results) to School of Government, Peking University when they make registration.**

STEP 3: Online Application

After being surely accepted, Applicants are required to visit online application system of Chinese Scholarship Council at <http://laihua.csc.edu.cn/>. Select the program named "Chinese Government Scholarship" and finish online application. **The agency No. of Peking University is 10001.**

Note: Only if you finish this online application, can you finally receive the formal Admission Notification from Peking University.

Application Materials

Applicants are required to prepare an application package. Please read the following part carefully to prepare the application materials. If the received application package is not complete, the application will not be accepted.

Documents	Requirements	Original copy	Photocopy
1 Application Form	Please finish the first step in above application steps and then print the complete form out.	1	1
2 Graduation certificate & degree diploma	1. Graduation certificate and degree diploma must be original documents or certified copies either in Chinese or English 2. Applicants expecting to graduate should provide an official letter stating expected graduation date.	1	1
3 Official academic transcripts	1. The transcripts must be original documents or certified copies either in Chinese or English. 2. The transcripts should include list of courses taken and standard achieved.	1	1
4 Personal statement	1500 words in English. Please make a detailed statement from the perspectives of your academic background, work/research experience and achievements, research proposal, future career plans and intensions, etc.	1	1
5 CV	In English.	1	1
6 Recommendation letters	1. The referees can be professors or government officials from central or local government authorities. 2. The recommendation letter must be original documents either in Chinese or English.	2	2
7 Copies of English language proficiency test results	If the applicants are not native English speakers or whose undergraduate education was not in English should provide English language proficiency test result	1	1
8 Photocopy of valid passport	The passport type must be ordinary. Important: All successful candidates should enter in China and register with PKU with the same identity they used while applying for the masters' program at PKU.	0	2
9 Recent passport size photos	One photo should be stuck on the application form.	2	0

Note:

The documents provided should be the original documents in English or in Chinese; otherwise, notarized translations in English or in Chinese are required.

All the application materials will not be returned whether the applicant is accepted or not.

Application Deadline

All the application materials must be received before May 23th, 2014. Any late applications will not be considered.

The Admission Notification will be sent out in late June.

Admission

The eligibility of all the applicants will be assessed according to the requirements by the School of Government, Peking University.

Registration Period

September 1st, 2014 unless otherwise informed.

Contact Information

Address: Office for External Affairs, Room 110

School of Government, Peking University

Beijing 100871, China

Telephone: (86-10) 62755478

Fax: (86-10) 62755478

E-mail: libo_polly@pku.edu.cn (General Enquiry)

study@pku.edu.cn (Online Application Enquiry)

Website: www.sg.pku.edu.cn

北京大学发展中国家公共管理硕士项目研究生申请表

Application Form of Master Program in Public Policy in Peking University

- 请用英文或中文填写此表/Please complete the form in English or in Chinese.
- 请填写好此表后，打印并签上名字和日期/Please fill the form, then print it out and sign on it.

1. 基本情况/Personal Information

姓名 Name	护照用名 Passport Name	姓/Family Name :	照 片 Photo
		名/Given Name :	
	中文姓名 Chinese Name :		
性别/Gender :		国籍/Nationality :	已婚/Married : <input type="checkbox"/> 未婚/Single : <input type="checkbox"/>
护照号码/Passport No. :		有效期至/Valid Until _____年/Yr. ___月/Mon. ___日/Day	
出生日期 _____年____月____日 Date of Birth : _____ Yr. Mon. Day		出生地 _____国家____城市 Place of Birth : _____ Country City	
宗教信仰/Religion :		母语/Native Language :	
目前工作情况/ Current Employment	所在机构/ Employer :		地点/Location :
	职业/Occupation :		职务/Position :
电话/Tel :	传真/Fax :	电子邮箱/E-mail :	
永久通信住址 /Permanent Address :			

2. 教育背景/Educational Background(from tertiary education)

2.1 Highest Diploma

Name of School		School Location	
Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

2.2 Other Diploma, if applicable

Name of School		School Location	
Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

2.3 Other Diploma, if applicable

Name of School		School Location	
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Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

3. 工作经历/Employment Record

所在机构 Employer	起止日期 Time (from/to)	从事工作 Work Engaged	职务 Position Held

4. 语言能力/Language Proficiency

4.1 英语/English : 很好/Excellent 好/Good 较好/Fair 差/Poor 不会/None

4.2 我的英语水平可以用英语学习 /I can be taught in English : 是/Yes 否/No

4.3 可提供的证明英文水平的材料 : Documents which can show your English level : _____

5. 亲属情况/Family Members

	姓名/Name	年龄/Age	职业/ Occupation	联系电话/Tel	电子邮箱/E-mail
配偶 Spouse					
父亲 Father					
母亲 Mother					

6. 曾发表的作品和论文/Publications and Thesis

• 申请人在递送本申请表的同时,请提交以下材料/ Please submit the following documents with the application form :

- (1) 照片 : 三张本人近期护照照片 , 其中一张粘贴于申请表。 / Three recent photos of passport size. One photo should be stuck on the application form.
- (2) 最后学历证明 (经公证的复印件) / A formal degree certificate of your highest education (notarized photocopy)
- (3) 学习成绩单(原件或经公证的复印件) / Academic transcript of your highest education (original or notarized photocopy)
- (4) 个人陈述 (英文) / Personal statement (in English. Please make a detailed statement from the perspectives of your academic background, work/research experience and achievements, research proposal, future career plans and intensions, etc.)
- (5) 个人简历 (英文) / CV (in English)
- (6) 两封推荐信 (英文或中文原件) / Two letters of recommendation(original in English or in Chinese)
- (7) 护照复印件/One photocopy of your passport
- (8) 英语水平考试成绩单复印件(母语、官方语言和大学授课语言皆非英语的申请人需提供英语水平证明材料 , 包括托福或雅思考试成绩 ; GRE 考试成绩亦可) / Photocopies of English language proficiency test results(For applicants whose native language, official language and instruction media of tertiary education are not English, evidence of English proficiency must be demonstrated by a minimum TOEFL or IELTS test score; a GRE score is desirable but not required.)

注 : 上述申请材料需提交英文或中文原件 , 或经公证的英文或中文译文。

The documents provided should be the original documents in English or in Chinese; otherwise notarized translations in English or in Chinese are required.

无论申请人是否被录取，上述申请材料恕不退还。

All the application materials will not be returned whether the applicant is accepted or not.

- 申请人须经中国驻其所在国使馆推荐。

Only applicants recommended by the Embassy of the People's Republic of China will be considered and admitted.

- 申请人保证/I hereby affirm that

(1) 上述各项中所提供的情况和材料是真实无误的；/All the information and materials I provided above are true and correct;

(2) 在校学习期间遵守中国的法律法规和学校的规章制度，不从事任何危害中国社会的、与本人来华学习身份不符合的活动。/ I shall abide by Chinese laws, decrees and rules, regulations of university, and will not participate in any activity in China which is deemed to be adverse to the social order of China and are inappropriate to the capacity as a student.

申请人签字/Signature: _____ 日期/Date: _____

(无申请人签名，申请无效/ The application is invalid without the applicant's signature.)

MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

SURVEY FORM

SECTION A – PARTICULARS OF CANDIDATE

- (i) Ministry/Agency submitting nomination
- (ii) Name of Candidate: Surname (Mr/Mrs/Miss)
- Other Names
- (iii) Date of Birth:
- (iv) Age:
- (v) I.D No:
- (vi) Designation:
- (vii) Qualification:

SECTION B – COUSE DETAILS

- (i) Type of training: Course[] Seminar[] Workshop[] Symposium[] Conference[]
Study Tour [] Visit [] Other [] (to be specified) (Tick as appropriate)
- (ii) Title:
- (iii) Duration: Weeks
- (iv) Dates: From To:
- (v) Organisation/Training Institution
- (vi) Country:
- (vii) Financing Institution/Organisation

SECTION C – FELLOWSHIP DETAILS

- (i) Costs to be met by donor Country/Agency:
- (ii) Costs to be met by Government Estimated costs:

SECTION D – OTHER TRAINING FOR WHICH THE CANDIDATE HAS BEEN NOMINATED

- (i) Type of training: Course[] Seminar[] Workshop[] Symposium[] Conference[]
Study Tour [] Visit [] Other [] (to be specified) (Tick as appropriate)
- (ii) Title:
- (iii) Duration: Weeks
- (iv) Dates: From To:
- (v) Organisation/Training Institution
- (vi) Country:
- (vii) Financing Institution/Organisation
- (viii) Status of Nomination: Materialised [] Under consideration [] Rejected [] Withdrawn []
(Tick as appropriate)

SECTION D – DETAILS OF PREVIOUS TRAINING FOLLOWED ABROAD BY OFFICER OVER THE LAST THREE YEARS

Type of Training	Title	Country	Financing Institution	Duration (Weeks)	Date	
					From	To

I certify that the information provided above is accurate.

.....
Candidate's Signature

Date: Tel No.:

Certified correct by reporting Officer *

Name:

Designation:

.....
Signature of reporting officer

Date Tel No.:

(Affix Ministry's seal)

* The Reporting Officer should not be below the rank of Principal Assistant Secretary
Note: Any inaccuracy will delay processing of the nomination

MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

Undertaking by the Applicant / Nominee

I have taken cognizance of the terms and conditions of the Training Award.

If accepted for a training award, I undertake to -

- (i) carry out such instructions and abide by such conditions as may be stipulated by both the nominating and host Government and the sponsoring Government / agency / organisation in respect of the course of training;
- (ii) follow the full course of training / study and abide by the rules and regulations of the university / institution / establishment in which I undertake to study or gain training;
- (iii) refrain from engaging in political activities, or any form of employment for profit or gain;
- (iv) submit any progress report which may be required / prescribed by the university / institution / establishment / sponsor / host Government;
- (v) return to my home country promptly upon completion of the course of study / training; and
- (vi) pledge to observe the laws and regulations, and respect the local customs of the host country where the study / training course will be held.

I also fully understand that if I am granted a fellowship / training award, it may be subsequently withdrawn if I fail to make adequate progress or for other sufficient cause determined by the host Government / sponsoring agency.

Signature of Applicant / Nominee :

Name in print :

Date :