MINISTRY OF CIVIL SERVICE AFFAIRS
AND ADMINISTRATIVE REFORMS
MAURITIUS

Circular Letter No. 27 of 2001
23/04/01

August 2001

From

Secretary for Public Service Affairs

Supervising Officers i/c Ministries/Departments

IMMEDIATE

Master of Public Management, University of Potsdam, Germany
(01 April 2002 to 31 May 2004)

The University of Potsdam in collaboration with the German Foundation for International Development (DSE), is organising a training programme for a "Master of Public Management" scheduled to be held in Germany from 01 April 2002 to 31 May 2004.

The course aims at providing opportunities to public administrators to enhance their knowledge and skills and to develop further their working capacity. The course details, the application form as well as a brochure thereon are attached.

The application form duly filled in should reach the University of Potsdam or the DSE by September 2001 at latest.

In view of the above date limit, interested members of the Administrative Staff in Ministries/Departments, Parastatal and other Statutory Bodies and Local authorities are requested to submit their applications to this Ministry by Wednesday, 29 August, 2001 for onward transmission to the University of Potsdam, Germany.

Please note that the criteria for participation in this post-graduate course is a minimum experience of 3 years in the grade, a good command of English and candidates should be below 35 years of age.

/2...
The selected candidates will have to enter into a bond to follow and complete the course and serve their respective organisations for a period of at least three years after completion of the course.

I should be grateful if this circular could be brought to the notice of staff in your Ministry/Department and also to staff of Parastatal and other Statutory bodies and Local Authorities under your purview.

(D. P. Ruhee)
Secretary for Public Service Affairs

Copy to:
Secretary to the Cabinet and Head of the Civil Service
Financial Secretary
Director of Audit
University of Potsdam
Faculty of Economics and Social Sciences

Master of Public Management

Postgraduate master program of the University of Potsdam in cooperation with the German Foundation for International Development (DSE)

General Outline

Since 1999, the University of Potsdam (UP) intends to offer a mid-career, postgraduate program in "Public Management". Given its close links to German development cooperation, the 14-month resident program puts special emphasis on participants from developing countries with sound professional experience in public sector organizations. The program, however, also provides courses for applicants from Germany and other European countries permanently. Interested candidates can apply for a scholarship of the German government directly through DSE. Some 20 participants will be selected competitively each year.

The teaching staff consists of professors of UP's Faculty of Economics and Social Sciences (FESS), professors of associated universities in Berlin, and highly experienced lecturers from the public and private sector organizations. Successful participants will receive the academic title of a "Master of Public Management" (MPM).

Program Objectives

The MPM program is designed to achieve the following general objectives:

1. Meeting international rules and standards of accreditation;
2. Using interactive teaching methods, courses will cover relevant knowledge, methods and skills for managing comprehensively public sector organizations;

Present Situation of Academic Public Management Programs

Modernization of the state and public administration is challenging decision makers worldwide. Quite obviously, there is increasing demand for suitably trained executive and managerial staff with clear-cut public management qualifications. This holds for managers in the administration and public enterprises as well as in non-profit organizations.

Aside as well as postgraduate programs in public management are relatively new, with the UK, Australia and New Zealand, the Netherlands and several Nordic countries leading such efforts. Furthermore, there is a variety of comparable programs and degrees, such as "Master of Public Administration" (MPA) or "Master of Public Policy" (MPP) which focus on public management issues as well. Even a number of "MBA" programs have a public sector section. The MPM program at the UP's FESS, however, is the first of its kind in many of these countries, also with a somewhat different emphasis. Stressing the specific characteristics of German and European public sector administration and management, UP's MPM program integrates this background - rich both in theory and practical experience - into the specific requirements of public management in developing countries.
Basic Program Structure

The full time MPM program covers two semesters, plus time for elaborating the master thesis. Participants are expected to select four compulsory and four optional courses each semester, totaling some 500 hours. Each course concludes with a combination of course exams, short student lectures, and written seminar papers. The final exam is based on a weighted average of course credits, the grade for the master thesis, and its verbal defense.

The program is run in a sequence of compulsory and elective modules covering topics of public administration, government, management, public policies, economics, law and managerial skills (see curriculum structure below). Fully integrated in UP’s FESS, a number of courses is carried out jointly for MPM students and UP graduates. All MPM courses are taught in English. The program starts with a set of introductory courses, and comprise subsequently project courses, excursions, management games, and short-term internships during the spring/summer breaks. Pro-active behavior will be strongly encouraged. Participants are expected to learn some basic German, enabling them to communicate in non-scholar environments.

The program is supervised by a faculty council, and directed by a full professor of the FESS. About one third of FESS professors regularly participate in teaching. The program enjoys full time support of a program officer, and a well equipped course center, accommodating a computer pool, internet access, specialized library, and adequate facilities for self-studying (including tutors).

Course Structure

The curriculum consists of a number of compulsory courses (printed in italics), and optional courses offered in the first or the second semester (1 or 2, in parenthesis). In addition, students are expected to participate in skills courses – e.g. an empirical studies course – that may also influence the selection of subject to be dealt with in the master thesis.

Public Management

- Foundations of public management/governance (1)
- Human resource management (2)
- Financial management (accounting, budgeting, financing etc.) (2)
- Organization (1)
- Change management, project management (1)
- Marketing management (2)
- Information management (2)
- Management of public administration, public enterprises, NPO’s (specific issues)
- Strategic planning and management
- Performance/quality management

Public administration and government

- Comparative government and administration studies (1)
- Development administration/management (2)
- Theories of state/public administration (1)
- International organizations (1)
- Local government (2)
- Administrative reforms and public sector transformation in post-socialist societies (2)
Public sector of Germany
European public sector

I. Public policy
- basics of policy analysis (1)
- policy management of selected policy fields (e.g. environment, health, social services, labor) (2)
- policy management: development policy (1)
- policy management: international economics (2)

II. Disciplinary contributions, skills and methods
- management behavior and skills in public sector organizations (communication, leadership, motivation, negotiation, rhetoric etc.) (1)
- information techniques/computer skills (1)
- public sector laws (constitutional, administrative, commercial law) (1)
- issues of macro- and micro-economics for the public sector (2)
- public finance (2)
- empirical research methods in the public sector (incl. comparative research methods and statistical methods)

Additional Information

More details about the program are available at UP’s home page (http://www.uni-potsdam.de) and FESS coordinating faculty c/o:
- Dr. Thomas Gebhardt, Programme Manager, Potsdam University, Tel. +49 (331) 977-4634; e-mail: mpm@rz.uni-potsdam.de
- Prof. Dr. Harald Fuhr, Chair of International Relations, Potsdam University, Tel. +49 (331) 977-3417/3418; e-mail: hfuhr@rz.uni-potsdam.de
- Prof. Dr. Christoph Reichard, Chair of Public Management, Potsdam University, Tel. +49 (331) 977-3806/3807; e-mail: reichard@rz.uni-potsdam.de

Information about requirements and application procedures are available from the German Foundation for International Development (DSE), Centre for Education, Health and Public Administration, Tulpenfeld 5, Haus 6, D-53113 Bonn, (Tel.: +49/228/2434-602; e-mail: stuechter@dse.de).

Application forms for a Scholarship of the Federal Republic of Germany Covering Professional or Advanced Vocational Training are available at the German Embassy of the applicant’s country of residence. Complete application forms and documentation must be received at least 4 months prior to the beginning of a new program (usually by mid-August); applications should be sent to DSE via the German Embassy of the applicant’s country of residence.
DSE scholarship for MPM 1.4.2002 – 31.5.2003

Breakdown

1) Study fees:

2) Flights to Germany and return flights:

17.000,- German Marks, (DM), payed by DSE

Tickets ordered and payed by DSE for LDC-countries. The flights for applicants from other countries should be payed and ordered by the employer of the participants.

3) Scholarship:

1.450,- DM monthly, payed by DSE (362,- DM monthly have to be spend for accommodation, see 4)

organized by DSE, payed by DSE and participants (362,- DM monthly by each participant, see 3)

4) Accommodation:

50,- DM monthly, payed by DSE

5) Bus, train:

500,- DM, payed by DSE

6) Books, study material:

about 180,00 DM, payed by DSE

7) Insurances:
Postgraduate Master's Programme of the University of Potsdam in cooperation with the Public Administration Promotion Centre (ZÖV/DSE)

MPM
MASTER OF PUBLIC MANAGEMENT

Changing Issues 2
Programme Objectives 4
Target Group 5
Admission Requirements 5
Date & Duration 5
Basic Programme Structure 6
Course Structure 8
Application, Scholarship, Certificate 9
University of Potsdam 10
DSE in Brief 11
Contact 12
The Public Administration Promotion Centre (ZOV) of the DSE has a mandate to organize and carry out advanced training for professionals. As an organization acting on behalf of the Federal Government, the ZOV supports its partner countries in their efforts to implement democratic, constitutional, economic and social reforms.

In line with worldwide activities geared towards administrative modernization and reform, the demand for executive and managerial staff with public management qualifications is on the rise.

This new postgraduate course in public management was developed jointly by the ZOV and the University of Potsdam. The Master’s Programme runs for 16 months and aims to provide participants with academically sound but practically oriented management training for the public sector with special emphasis on economics and social sciences.

 Forty places on the course are set aside for participants from the partner countries of the DSE and other institutions of development cooperation.

The MPM programme was launched in April 1993. The course is based on the best in German law and is tailored to international standards. Teaching staff includes professors of the University of Potsdam’s Faculty of Economics and Social Sciences (FESS), associated professors, and university lecturers in Germany and abroad and highly experienced lecturers from public and private sector organizations. Successful participants will receive the academic degree of “Master of Public Management” (MPM).
The MPA program curriculum is divided into four subject areas and consists of a number of compulsory courses dedicated to theory and practice. In addition, students are expected to participate in project courses and exercises during summer breaks aimed at helping them write a thesis to deal with in their master's thesis.

A. Public Management
- Foundations of public management/governance
- Project management
- Strategic planning and management
- Change management
- Performance/quality management

B. Public Administration/Governance
- Comparative governance and administration studies
- Development administration management
- Theories of state/public administration
- International organizations
- Government: public sector
- The European public sector
- Total government

C. Public Policy
- Basics of policy analysis
- Policy management: selected policy fields
- Policy management: development policy
- Policy management: international organizations

D. Disciplinary Contributions, Skills and Methods
- Management behavior and skills in public sector organizations
- Decision-making technology and project management
- Evaluation of public sector performance
- Graduate seminars and workshops in the public sector
The "Master of Public Management" programme is integrated into the Faculty of Economics and Social Sciences (FESS) at the University of Potsdam. The University of Potsdam is a young and dynamic university, founded since 1969. It's reputation is based on excellence in research and teaching. Since 1990 students have been receiving the FESS.

The MPM programme is based in Potsdam's Babelsberg district, one of the three campuses of the University. Potsdam is the capital of the state of Brandenburg, which celebrated the 1000th anniversary of its founding in 1993. Potsdam began to acquire its distinctive appearance when the town became the residence of Prussian royalty. The grounds of the three royal parks, the policy of Sans Souci, the New Palace, the architectural gem of Schinkel's Charlottenhof, the Cecilienhain Palace and numerous churches and villas, continue to charm visitors today.

Of Potsdam's 140,000 inhabitants, some 12,000 are university students. Potsdam's location could not be more ideal for student life and leisure since scientists, surrounded as it is by woods, lakes, and rivers and situated a stone's throw from public transport away from the political capital, Berlin.
Good governance is a crucial prerequisite for increasing the state’s capacity to perform and for sustainable development that improves public welfare. Reforming the public service and the state authorities and institutions it comprises plays a key role in this process.

This has resulted in a growing demand for appropriately trained executive and managerial staff with clear-cut public management qualifications. This programme goes beyond the conventional curricula of traditional public administration studies and law to incorporate business administration and interdisciplinary aspects.

University of Potsdam
Faculty of Economics and Social Sciences
Master of Public Management (MPM) Programme
Dr. Thomas Gebhardt, Programme Manager
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Germany – 14429 Potsdam
Tel.: +49 331 977 45 54, Fax: +49 331 977 45 17
e-mail: maga@uni-potsdam.de
Internet: http://www.uni-potsdam.de/maga

German Foundation for International Development (DFG)
Public Administration Promotion Centre (ZOV)
Governance and Development Diplomacy (Section 53)

Paul Scholtz, Programme Officer
UConn ECN 014
University of Potsdam
FACULTY OF ECONOMICS
AND SOCIAL SCIENCES
Master of Public Management (MPM) Program
http://www.uni-potsdam.de/uni/mpm

Dear applicant,

We appreciate your interest in our Master of Public Management (MPM) Program! By asking you to respond to the questions below we like to learn about your background and your motives for applying.

Thank you very much!

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**NOTE:** To ensure efficient application proceedings, please provide an e-mail address or a fax number by any given means.

1. Which undergraduate or graduate degree do you hold? Indicate the institution by which the degree was conferred and the quantitative structure of the program. Please note highest degree only.

   For instance: Bachelor of Science Politics and Administration, Honours Degree, University of Zimbabwe, 4-year program.

Did you write a Bachelor or Master thesis as part of your first academic degree? If so, what was the topic of it?
If your first language is not English please indicate your proficiency by completing the section below.
(Please note that proof of a TOEFL score of at least 570 is required for admission.)

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If you already have a proof of your English proficiency, please fill in the table below.

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How many years of professional experience in the public sector (or related fields) do you have?

Describe briefly your current position and the tasks and activities assigned to you.

When thinking of your current position what do you like most about it and what least?
If you were a high-level decision maker in your country's government, what would be your priority areas of action?

What do you expect foreign aid programs to achieve in your country?

Have you undergone postgraduate or other professional training?

Have you been abroad for employment, training or studying in the past?

Did you learn about the MPM program?
... and in the long run.

When thinking about being a student again, studying full-time in English, and being abroad for more than a year, what seems to be most interesting to you...

... what seems to be most challenging...
... and what would you perceive as potential disadvantages?

Please indicate your proposed source of funding (coverage of tuition and living expenses)

Please give the names, addresses and e-mail address of your two chosen referees below. At least one referee should be asked on your academic suitability for the MPM Program.

I certify that I have completed this application form myself, and that all information I have given is correct.

Signature

Date

The questions in this form must not be changed in any way. Only complete application forms can be accepted. The information contained in this form will be used for the purpose of processing your application and, if your application is successful, will form the basis of your MPM record.

Thank you very much!

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