

Master's educational program

Public Administration

ECTS

120

Awarding qualification

Master of Public Administration

Teaching language

Georgian

Aim of educational program

The aim of the Master's program is to train highly qualified staff in accordance with the requirements of labor market, having the possibility to get employed at Public Service, also in other circles of administration area. Program is oriented on teaching students the management methodology, modern achievements in science and practice in the field of administration; give them possibility to fundamentally get acquainted with on the basis of consultations and assistance of scientist-pedagogues and practitioners and get used to the systems characteristic to the various administration levels, also management and administration, analysis, strategic and calendar scheduling characteristics and technologies. The aim of the program is to teach students the theoretical course necessary for training leader.

Result of applying to educational program

Knowledge and acknowledgement – has deep and systemic knowledge in the field of Public Service; is able to use the knowledge in generating new, original ideas and proposals, has well realized the problems and challenges, also the optimal ways for solving them; has deep and systemic knowledge in the field of public administration; availability to the idea of system, knowledge and usage of perfect methods of action; ability to think analytically and logically; knowledge of receiving new information, developing and analyzing.

Ability to use knowledge in practice – right orientation in unaccustomed and non ordinal environment; act in multi-disciplinary environment; searching for the new, original ways to solve complex problems, analyzing the system characteristics through the way of making independent research; ability to draw schedules for performing works and establishment of

relevant time frames, distinguish of main issues (components) for achieving targeted aims; knowledge of principles of current scheduling and strategic one; knowledge of research and scientific challenges in the field of public administration; ability to use modern IT in practical activities; skills and abilities for operative action in the non ordinal environment; for making complex solution of problems faced by the organization, readiness for taking part in legal-creative activity.

Ability to draw conclusion – developing current events, analysis of processes and relevant conclusions in system, innovative synthesis and analysis of information based on recent data; developing and expertise of necessary decisions; using innovative management principles in practice; checking the duration of executing decisions and in case of need submission and/or correcting amendments; establishment of conclusions grounded on the basis of critical analysis of complex and incomplete information (including recent researches);

Ability to communicate – free share of opinions with colleagues, society, professionals and stakeholders in arguments and targeted; communicate with academic or professional society in Georgian and foreign languages, widely using the academic honesty standards and information-communication technology achievements; writing in laconic, comprehensive way and following grammar rules of business documents and decisions; preparing the detailed written report; ability to communicate in native and foreign language; ability to communicate in any space (inside the organization and beyond its frames, scientific layers of society and skills; ability to make public speech;

Ability to learn – independent study, mastering, targeted and sequence execution of academic principles during the whole life, student may choose the further place and direction for continuing studies; establish in mind the principles and methods for adequate acceptance of knowledge; make the principles of “constant study” as his lifestyle; continue studies for obtaining the higher scientific degree.

Values – evaluation of attitude of own and others towards the values common to all mankind and contributing in establishment of values characteristic to new, democratic cohabitation; patriotism; devotion towards the Constitution of Georgia and its devotion to democratic principles; constant caretaking of the unity and progress of Georgia; non compromising in the independence and sovereignty of Georgia; respect the human as highest value; constant work for achieving competency and professionalism; following the norms accepted in professional value, ethic and moral;

Rule for evaluation

Evaluation is made under grade system.

Positive evaluation is following:

- (A) – excellent – 91% of maximum evaluation and more;
- (B) – very good – 81-90% of maximum evaluation;
- (C) – good – 71-80% of maximum evaluation;
- (D) – satisfactory – 61-70% of maximum evaluation;
- (E) – Sufficient – 51-60% of maximum evaluation.

Negative evaluation is following:

- (FX) – Failed – 41-50% of maximum evaluation, which means that student needs more work for passing and is given the right for once more passing additional exam on the basis of independent work.
- (F) – Failed – 40% of maximum evaluation and less, which means that the work performed by the student is not enough and has to learn the subject again.

Relevant forms and methods for evaluating student's knowledge is given in syllabuses and the description of criteria and scales, relevant methods for evaluation forms are attached to educational program, also mentioned is uploaded on university's website.

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