Academy of Public Administration under the President of the Republic of Kazakhstan

Approved
by the decision of the Academic
Council of the Academy
March 29, 2023
Protocol №13

Master's Degree program
«7M04105 - Public Policy»

1. **Program name:** Master's degree program «7M04105 - Public Policy» (training area «7M041 - Business and Management»)

2. **Study Period:** 2 years

3. **Total Credits (ECTS)**: 124

4. **Program description:**

It is developed taking into account the best international practices and is aimed at training civil servants with competencies in the formation, implementation, analysis and evaluation of public policy, proficient in the methodology of fiscal management and budgeting, strategic management and leadership, social policy, communication skills to ensure transparency, accountability and efficiency of the state, mechanisms of law enforcement practice and administrative procedures, human resource management tools. resources and changes in the public sector.

5. **Purpose and Program Objectives**:

Purpose: Training of civil servants with professional skills in the formation and implementation of public policy to make effective management decisions.

*Program objectives***:**

- development of skills of analysis, evaluation and modeling of the management process for the effective formation and implementation of public policy;

- formation of skills for the organization of the management decision-making process;

- development of the personal qualities of civil servants and competencies that meet the requirements for the state apparatus.

6. **Program Benefits:**

- interdisciplinary, individual and competence-based approach to learning, practice-oriented and result-oriented learning through solving specific situations using interactive teaching methods;

- possibility of obtaining 2-diploma education;

- implementation of a master's project focused on solving urgent problems of public policy development;

- learning in the state, russian, english languages;

- involvement of leading lecturers-practitioners, invited lecturers and experts from the state and quasi-state sectors;

- development of professional and expert networking, interaction with civil servants from various ministries and departments, mutual learning.

7. **Expected Learning Outcomes:**

Building effective communications - is able to coordinate his activities with colleagues, is open to communication, shows readiness for business cooperation, helps colleagues if necessary, is able to resolve conflicts with benefit for the common cause, at the same time reasonably conveys his point of view and takes into account the opinion of colleagues, builds effective work of the group / team / with interested parties.

Adherence to ethical norms and principles - strictly follows the rules of ethical behavior in all situations in accordance with the Code of Ethics, adheres to the principles of integrity, honesty, goodwill, respect for colleagues and stakeholders, does not get lost in a stressful situation, seeks and finds solutions.

Change management - has a positive attitude to changes in the organization, adapts the tactics of its actions in accordance with the changed situation, analyzes the causes of failure and changes approaches or strategy, supports and encourages employee initiatives.

Result orientation - sets difficult goals and achieves them, makes additional efforts to complete tasks, takes responsibility for achieving results.

Autonomy and decision-making skills - has the abilities to analyze opportunities, risks, as well as calculate and plan resources, act effectively in conditions of uncertainty, offers several options for solving the tasks, considering possible risks.

Cooperation - contributes to the work of the team and, if necessary, seeks clarification from more experienced colleagues, develops interaction with colleagues and representatives of state bodies and organizations, exchanges views and, taking into account the discussion, performs tasks.

Efficiency - makes suggestions for improving work, explores new approaches and ways to implement them, quickly adapts to changing conditions.

Self-development - shows interest in new knowledge and technologies, strives for self-development, seeks new information and ways to apply it, puts into practice new skills to increase its effectiveness.

8. Program structure and academic content:

Semester	Discipline Name	ECTS
1	Public Administration	4
	Decision-making based on Data Analysis	4
	Applied Economics in Public Administration	4
	Research Methods and Design	3
	Organizational Culture and Ethics	3
	Professional English	3
	Total Theoretical Training	*21*
	Experimental Research Work of a Master's Degree (hereinafter - ERWM)	10
TOTAL FOR SEMESTER 1		**31**
2	Analysis of Public Policy	4
	Law Enforcement Practice and Administrative Procedures	4
	Spatial Development and Management	4
	Official letter and discourse	3
	Component of choice	7
	Production Practice	4
	Total Theoretical Training	27
	ERWM	*5*
TOTAL FOR SEMESTER 2		**32**
3	Strategic Planning and Forecasting	4
	Analysis and Evaluation of Economic Policy	4
	Social Policy	4
	Environmental Policy and Sustainable Development	4
	Component of choice	8
	Total Theoretical Training	24
	Internship	2
	ERWM	4

TOTAL FOR SEMESTER 3			**30**
4	Regulatory Policy		4
	Project Management		3
	Innovation Policy		4
	Component of choice		4
	Total Theoretical Training		*15*
	ERWM		7
	Final Attestation (Design and Defense of the Master's Project)		8
TOTAL FOR SEMESTER 4			**30**
Total Theoretical Training + Practice			**88**
Final Attestation (Design and Defense of the Master's Project)			**8**
ERWM+ Internship			**28**
TOTAL CREDITS FOR COMPULSORY DEVELOPMENT			**124**