



# MA National and International Administration and Policy (MANIA)

Programme director: Prof. Dr. Sabine Kuhlmann

8.4.2019



# Outline

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# University of Potsdam

- Founded in 1991, 7 faculties
- Students (total): approx. 21.000
- Students (faculty): approx. 4.000
- Staff members: approx. 2.700



# Campus Griebnitzsee

- Since 1896: Area in possession of the German Red Cross
- 1939-1943: Construction of „House 1“  
(GRC headquarter during WWII)
- Since 1945: Borderland  
Berlin Wall encompassed almost two thirds of the whole site.
- 1952-1991: Academy of Political Science and Law of the GDR
- Since 1991: Faculty of Economics and Social Sciences



# Campus Griebnitzsee





# Campus Griebnitzsee











# General Information

Degree: Master of Arts

Standard period of study: 4 terms

Credit Points/ECTS: 120

Language of instruction: English

- Interdisciplinary perspective on public organisations
- International and comparative perspective
- Administrative Sciences, Public Policy, Management, Economics, Sociology





# General Information

## Important documents

General Regulations for Study and Examinations for Bachelor's and Master's Degrees (not for teachers in training) at the University of Potsdam (BAMA-O)

[https://www.uni-potsdam.de/fileadmin01/projects/studium/docs/03\\_studium\\_konkret/07\\_rechtsgrundlagen/BAMAO\\_Lesefassung\\_EN.pdf](https://www.uni-potsdam.de/fileadmin01/projects/studium/docs/03_studium_konkret/07_rechtsgrundlagen/BAMAO_Lesefassung_EN.pdf)

Discipline-Specific Regulations for Study and Examinations for the Master's Degree Program in National and International Administration and Policy at the University of Potsdam

[http://www.uni-potsdam.de/fileadmin01/projects/studium/docs/03\\_studium\\_konkret/07\\_rechtsgrundlagen/studienordnungen/MA\\_NIA\\_StudO\\_EN.pdf](http://www.uni-potsdam.de/fileadmin01/projects/studium/docs/03_studium_konkret/07_rechtsgrundlagen/studienordnungen/MA_NIA_StudO_EN.pdf)

# General Information

- Study management: **PULS** ([puls.uni-potsdam.de](https://puls.uni-potsdam.de))
  - Period for registration, enrollment, and withdrawal:  
April 1, 2019 – May 20, 2019
  - <https://www.uni-potsdam.de/studium/termine/semestertermine.html>
- Wifi on Campus: eduroam
- VPN-Access: → **ZEIK** (<http://www.zeik.uni-potsdam.de>)





# General Information

- E-Learning: **Moodle** (<https://moodle2.uni-potsdam.de>)
- Moodle Course for MANIA students: MANIA\_INFO
- Link to important documents
- Fact sheets and handouts
- Frequently asked questions
- Message board

# Modules / Curriculum

Master's Degree		
Module	Name of module	CP
<b>A. Foundation Modules:</b>		
<b>Public Administration and Public Policy: National, International and Comparative Perspectives</b>		
<b>Mandatory module (36 CP)</b>		
M.1	National and Comparative Public Administration	12
M.2	Government, Governance and Organization	12
M.3	Public Policy	12
<b>B. Specialization Modules:</b>		
<b>Public Administration from different disciplinary perspectives</b>		
<b>Elective module (18 CP)</b>		
<b>Two modules must be</b>		
M.4	Political Science	9
M.5	Public Management and Electronic Government	9
M.6	Law and Administration	9

C. Research and Methods Modules		
<b>Mandatory module (12 CP)</b>		
M.7	Research and Methods	12
<b>Complementary &amp; Cross-disciplinary Courses/Internship</b>		
<b>Mandatory module (12 CP)</b>		
M.8	Complementary Courses	12
<b>Elective module (12 CP)</b>		
<b>One module must be completed.</b>		
M.9	Cross-Disciplinary Courses	12
M.10	Cross-Disciplinary Courses & Internship	12
<b>E. Master's Thesis</b>		
M.11	Colloquium	6
	Thesis & Oral Examination	24
<b>Total CPs</b>		<b>120</b>



# Internship

- In general: see link and fact sheet in Moodle
- Questions: [praktikumsberatung-sowi@uni-potsdam.de](mailto:praktikumsberatung-sowi@uni-potsdam.de)
- Module Catalogue: M.10
  - complementary courses
  - internship (1 seminar + internship)
- Internship requirements:
  - four weeks full time
  - internship report (4-5 pages)
  - no grade
- Seminar: presentation + term paper, graded and worth 12 CP

# Fast Track Doctoral Stream

- § 6 (1): Upon application to the Examining Board, a student can switch to the Fast Track Doctoral Stream as of the second semester. Instead of taking modules M.8 and M.9/M.10, the student must write a research proposal, complete accompanying course, and present and defend their potential doctoral project to a scientific community (Module M.12; 24 CP). The Master's Thesis colloquium (M.11) should be completed in a doctoral program if possible.
- § 6 (2): The prerequisite and criteria for the selection to participate in the Fast Track Doctoral Stream is an agreement with a university instructor who assumes supervision duties, a brief proposal on the potential doctoral project, an overview of previous accomplishments, and an application to the Examining Board.



# Fast Track Doctoral Stream

- Potential supervisors: professors (decides about specific requirements for the proposal)
- § 6 (4): It is possible, if the student has the aptitude and performance, that the university instructor will supervise the dissertation after coursework is completed.
- **Important:** Fast-track supervisor might not agree to supervise the PhD project after completion of MANIA
- Important dates:
  - Preparation of application: During 2<sup>nd</sup> semester (winter term)
  - Deadline for application: February 15<sup>th</sup>
  - Decision: End of March
  - Start Fast Track: 3<sup>rd</sup> semester

# Fast Track Doctoral Stream

## Master's Studies with Fast-Track Doctoral Stream

Module	Name of module	CP
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### A. Foundation Modules:

**Public Administration and Public Policy: National, International and Comparative Perspectives**

#### Mandatory module (36 CP)

M.1	National and Comparative Public Administration	12
M.2	Government, Governance and Organization	12
M.3	Public Policy	12

### B. Specialization Modules:

**Public Administration from different disciplinary perspectives**

#### Elective module (18 CP)

**Two modules must be**

M.4	Political Science	9
M.5	Public Management and Electronic Government	9
M.6	Law and Administration	9

## C. Research and Methods Modules

### Mandatory module (12 CP)

M.7	Research and Methods	12
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### E. Master's Thesis

M.11	Colloquium	6
	Thesis & Oral Examination	24

## F. Fast-Track Doctoral Stream

### Mandatory module (24 CP)

M.12	Preparation of Doctoral Project	24
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<b>Total CPs</b>	<b>120</b>
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# Sample Course

## Appendix 2: Sample Courses of Study

Table 1: Sample Course of Study for the Master's Program without the "Fast-Track Doctoral Stream"

Module number	Module description	Semester				Total CPs
		1st	2nd	3rd	4th	
Mandatory modules (60 CP)						
M.1	National and Comparative Public Administration	12*				12
M.2	Government, Governance, and Organization	12*				12
M.3	Public Policy		12*			12
M.7	Research and Methods	<12>*				12
M.8	Complementary Courses			12*		12
Elective (30 CPs) Select two 9 CP modules and one 12 CP module.						
M.4	Political Sciences		9			9
M.5	Public Management and Electronic Government		9			9
M.6	Law and Administration		9			9
M.9	Cross-Disciplinary Courses			12*		12
M.10	Cross-Disciplinary Courses and Internship			12*		12
Master's thesis (30 CP)						
M.11	Colloquium, Master Thesis, Oral Examination				30	30
Total		30	30	30	30	120



# Sample Course

Table 2: Sample Course of Study for the Master's Program with the "Fast-Track Doctoral Stream"

Module number	Module description	Semester				Total CPs
		1st	2nd	3rd	4th	
Mandatory modules (72 CP)						
M.1	National and Comparative Public Administration	12*				12
M.2	Government, Governance, and Organization	12*				12
M.3	Public Policy		12*			12
M.7	Research and Methods	<12>*				12
M.12	Preparation of Doctoral Project			24		24
Elective (18 LP) Select two 9 CP modules.						
M.4	Political Sciences		9			9
M.5	Public Management and Electronic Government		9			9
M.6	Law and Administration		9			9
Master's thesis (30 CP)						
M.11	Colloquium, Master Thesis, Oral Examination				30	30
Total		30	30	30	30	120



# Contact

## **Content-related questions / responsible for the MA program:**

Prof. Dr. Sabine Kuhlmann: [sabine.kuhlmann@uni-potsdam.de](mailto:sabine.kuhlmann@uni-potsdam.de)

Chair of Political Science, Administration and Organization

## **Formal, organizational, technical issues of MANIA and examinations:**

Dr. Birgit Kletzin: [sowipw@uni-potsdam.de](mailto:sowipw@uni-potsdam.de)

## **International matters:**

Dr. Renate Schmidt: [rschmidt@uni-potsdam.de](mailto:rschmidt@uni-potsdam.de)

## **Further contact persons:**

- Benoît Dumas, MA: [dumas@uni-potsdam.de](mailto:dumas@uni-potsdam.de)  
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- Student assistant, Chair of Political Science, Administration and Organization