

- i. Bachelor's degree from a recognized University, with a minimum of Second Class (Lower Division) in a related field of Study.
- ii. Candidates with 3<sup>rd</sup> Class Honors Degree, HND or its equivalent will be required to have in addition a Post-graduate Diploma (PGD) in Public Administration.
- iii. Any other qualifications recognized by the Senate of NOUN

#### **M.Phil/Ph.D.**

The Master of Philosophy M.Phil/Ph.D in Public Administration is open to anyone who is desirous of pursuing PhD degree in Public Administration but who could not gain admission due to a shortfall in his/her CGPA not meeting the NUC BMAS of 4.0 or average of B grade (60%).

Applicants will still be required to satisfy NOUN matriculation requirements and have **M.Sc. with CGPA not less 3.5** in Public Administration, Political Science, Local Government Studies, International Relations and Diplomacy, Industrial Relations and other related disciplines which includes coursework and research thesis from NOUN or any recognized University by Senate.

#### **Ph.D.**

Applicants for this programme will be required to satisfy NOUN matriculation requirements and have M.Sc in Public Administration, Political Science, Local Government Studies, International Relations and Diplomacy, Industrial Relations and any other allied disciplines with at least an average of **B grade (60%) or CGPA 4.0** which includes coursework and research thesis from NOUN or any recognized University by the Senate of NOUN.

#### **EVALUATION**

##### **Tutor Marked Assignments (TMA):**

As part of the evaluation mechanism, students will be required to do TMA in each course. This constitutes 30% of the examination score.

#### **End of semester Examination:**

Except otherwise stated, each course will culminate in an end of semester examination. The examination for each course constitutes 70% of the total score. The end of semester examination is 30+70=100%

#### **Instructional Methods:**

The method of instruction is by ODL mode which involves online facilitation via zoom, instructional videos, highly interactive course materials which are in prints and on the web, CD roms and in flash drives, Tv and Radio course deliveries, Seminars, Workshops, face-to-face and virtual Project supervision, Virtual project moderation and defence. It is worthy to note that to excel in NOUN, a student must be technologically savvy.

#### **GRADUATION REQUIREMENTS**

To be eligible for graduation a student must pass all the compulsory and chosen elective courses. M.Sc. and Ph.D. students must, in addition, defend their thesis.

#### **Method of Application:**

Visit Noun website: [www.nounonline.net](http://www.nounonline.net)  
[www.noun.edu.net](http://www.noun.edu.net) or visit any study centre nearest to you for Information, Advice and Guidance (IAG) on Public Administration Programmes.

#### **For more information please contact:**

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**NOUN**

**NATIONAL OPEN UNIVERSITY  
OF NIGERIA**

**FACULTY OF  
MANAGEMENT SCIENCES**

**DEPARTMENT OF PUBLIC  
ADMINISTRATION**

### About the Department of Public Administration

The Department of Public Administration was established with the primary objective of producing top notch administrators as well as impacting knowledge at various academic levels through the state of the art of Open and Distance Learning (ODL) in the National Open University of Nigeria. The department's academic programmes at various levels leads to the award of bachelor and postgraduate degrees. The programmes mounted by the department are fully accredited by the National Universities Commission (NUC). The benchmark for the academic staff in the department and for all the facilitators of our programmes is PhD in Public Administration and allied disciplines.

### Programmes offered by the department are;

1. Bachelor of Science (B.Sc) Public Administration
2. Post-Graduate Diploma (PGD) Public Administration
3. Master of Public Administration (MPA),
4. Master of Science (M.Sc) Public Administration
5. M.Phil/Ph.D. in Public Administration
6. Ph.D. in Public Administration

### Philosophy

Our philosophy is to produce a crop of contemporary and well-grounded administrators with requisite knowledge to contribute to nation building. We aim to achieve this through highly accessible teaching and research. We provide ample opportunities for potential students to develop the spirit of critical thinking and self-reliance. The goal of this philosophy is to produce Public Administrators with the necessary abilities and skills to comprehend, analyze, predict, and influence factors that shape and mould policy makers and implementers not only in Nigeria but globally.

### Objectives are to:

- i. provide the students with a good mastery of Public Administration theories and management techniques that will enable them function effectively as administrators.
- ii. broaden students' perspectives and encourage them to acquire critical thinking skills in analyzing public administration issues that will provide solutions to societal problems.

- iii. train students to be patriotic, courageous, innovative and self-reliant in their various positions as public administrators of great repute in the 21<sup>st</sup> century.
- iv. produce graduates who can work assiduously at Local, State, Federal and International Levels.
- v. contribute through research to national and international policy issues of national interest.

### Vision

To be regarded as the foremost department producing top-notch scholars and Professionals that will meet both national and international best practices.

### Mission

To provide world class innovative, functional, cost effective, flexible learning which adds life-long value to equality education for all who seek knowledge.

### ADMISSION REQUIREMENTS

#### B.Sc.

##### Admission into 100 Level

To be admitted into B.Sc. Public Administration, a candidate must possess:

i. ....Five credits in relevant subjects (including English Language, Mathematics and Economics/Commerce/Government/History) at the WASC/SSCE/NECO at not more than two sittings.

##### Admission into 200 Level:

ii. ....Candidates with Higher National Diploma (HND) in allied disciplines, with a minimum of lower credit or its equivalent from recognized Institutions may be considered for admission into the 200 level. Candidates with National Diploma (ND) in allied disciplines, with a minimum of Upper Credit or its equivalent from recognized Institutions may be considered for admission into the 200 level.

iii. ....Candidates with Advanced Level passes in at least 2 relevant subjects in addition to a minimum of 3 credit passes in GCE O' Level subjects may be considered for admission into the 200 Level.

vi. **Admission into 300 level:** candidates with HND certificate in Public Administration, Secretarial Administration/Studies, Office

Technology and Management can be considered for admission into the 300 level.

#### PGD

To be admitted into **PGD** Public Administration, a candidate must possess:

- i. At least a third-class degree in Public Administration, Political Science, Sociology, International Relations, Human Resources, Business Administration, or any other related Social Sciences discipline.
- ii. At least a second-class (honors) degree, for applicants from other programmes not mentioned in (i) above.
- iii. Candidates who possess HND with Lower Credit in Public Administration or other relevant courses can also be considered for admission into this programme.

#### MPA

Candidates for admission into Master of Public Administration programmes should possess either or a combination of the following:

- i. A Bachelor's degree from a recognized University, with a minimum of Second Class (Lower Division) in a related field of Study.
- ii. Candidates with 3<sup>rd</sup> Class Honours Degree, HND or its equivalent will be required to have in addition a Post-graduate Diploma (PGD) in Public Administration.
- iii. Candidates with professional qualifications and with at least 5 years cognate experience in executive positions may be considered for admission into the MPA programme. Such candidates must in addition fulfil the NOUN matriculations requirements.

#### M.Sc.

Candidates for admission into Master of Science (M.Sc) Public Administration should possess either or a combination of the following: