

Accredited at  
HKQF Level 5



# BA (Hons) Public Administration and Management 公共行政及管理榮譽文學士

Full-time Year 2018 • 4th Intake • Programme Code: 183-19040

Part-time Year 2018 • 24th Intake • Programme Code: 183-29040



*The Housing Specialisation of this programme is recognised by CIH as a qualifying programme for CIH Chartered Membership*

Top-up



BA (Hons) Public Administration and Management

Hugh Aston

[www.cityu.edu.hk/ce/bapam](http://www.cityu.edu.hk/ce/bapam)



QF Level: 5

Full-time

QR Registration No: 15/000025/L5

Validity Period: 01/08/2015 to 31/07/2018

Part-time

QR Registration No: 14/002876/L5

Validity Period: 01/06/2014 to 31/05/2018

*This is an exempted programme under the Non-local Higher and Professional Education (Regulation) Ordinance (reference number: 450284). It is a matter of discretion for individual employers to recognise any qualification to which this programme may lead.*

*This programme is accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications to reach HKQF level 5, which is equivalent to the standing of bachelor's degrees offered by local universities in Hong Kong. The degree qualification is formally recognised by the Government for employment purposes within the Civil Service.*

# De Montfort University

## Introduction of De Montfort University

De Montfort University (DMU) offers award-winning teaching, modern facilities and a memorable student experience. DMU is in more in-demand than ever and was named as one of the 150 best young universities in the world by the influential Times Higher Education magazine.

DMU is proud to be awarded the highest possible ranking of Gold in the 2017 Government's Teaching Excellence Framework. This Gold award recognises a range of strengths for which DMU has become well-known: teaching excellence, an outstanding student experience, high student employability, a wide range of volunteering opportunities, a determination to widen participation in higher education, and an unwavering commitment to improving student achievement.

Based in Leicester, in the heart of England, DMU is a vibrant, multicultural hub of creativity and innovation. It provides a supportive learning environment in which students are encouraged to improve their skills, be creative and defy the odds.

## Teaching Excellence

To date DMU has received 18 National Teaching Fellow awards, higher education's most prestigious teaching awards.

Students benefit from a supportive environment and purpose-built facilities and our exceptional links with industry allow us to shape courses to ensure graduates are equipped with the skills and experience that modern employers need.

The Faculty of Business and Law at DMU is a large provider of business and management education in the UK, and enjoys close links with major UK professional bodies, industry and the public sector. The Faculty has around 6,000 students studying undergraduate, postgraduate, research and professional programmes.

## Faculty of Business and Law

The diverse student community includes a growing population of international students from around the world with over 100 nationalities represented in addition to many professionals studying part-time or by distance learning, both in the UK and overseas.

For further information, please visit [www.dmu.ac.uk/business](http://www.dmu.ac.uk/business)

## About the Programme

The BA (Hons) Public Administration and Management (BAPAM) is the longest thriving non-local programme in public administration in Hong Kong. Offered since 1995, the programme offers a broad education for sub-degree holders who wish to pursue a career in public sector, politics or have frequent interactions with these sectors. Since 2014, a Housing Specialisation leading to the chartered membership of the Chartered Institute of Housing (CIH) has been introduced, enabling sub-degree holders with appropriate background in housing to gain a professional qualification.

BAPAM appeals to socially responsible professionals with an inquiring mind in local and global affairs. The elective modules further develop specialised knowledge in the areas of housing, environmental issues, healthcare and China.

## Highlights

1. Accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) to reach **HKQF Level 5**.
2. A well-established top up degree in public administration and management in Hong Kong with **23 years** of history and excellent reputation.
3. Housing Specialisation (offered in Part-time mode only) meets the academic requirement of **Chartered Membership** of Chartered Institute of Housing.
4. Students studying full-time mode may apply for **government scholarship, grant and loans**.
5. **De Montfort University Scholarships** are offered to outstanding students achieving good performance in the programme.
6. Recognised by the Hong Kong Government for employment purposes within the Civil Service.
7. High completion rate, over 90% students graduate in the normal study period.



## Programme Structure

BAPAM equips students with knowledge and skills in the area of public administration, public sector management, public policy making. Elective modules will further enable students to gain insights in selected areas. The Housing Specialisation will enable those with appropriate backgrounds to pursue professional membership in Housing.

This top up programme consists of 180 credits, equivalent to half of a UK degree. The programme is also open to sub-degree holders from non-social science background. They will be required to complete additional module(s) on public administration (15 credits) and/ or social research (15 credits) offered in the summer of 2018.

Core Modules (120 credits)	Credits
Political Thought and Analysis	15
The Making of a Global World	15
Experiential Workshops	15
Government and Business 	15
Public Policy Making	30
Managing the Public Sector	15
Public Sector Strategic Management 	15
Electives* (60 credits)	Credits
1. Government and Policy in China 	30
2. Managing the Environment	30
3. Dissertation	30
4. Health Strategy and Management	30
5. Housing modules (offered in part-time mode only):	
Property Management and Real Estate	15
Finance and Housing Markets	15
Planning and Sustainability	15
Housing Policy Making	15

\* The offering of elective modules is subject to sufficient enrolment.  
Housing Specialisation students are required to take 60 credits of Housing modules. Other students can choose 2 areas of 30 credits.

## Careers and Further Study Opportunities

The programme prepares you for management positions in both public and private sectors. Graduates find careers in public administration, social services, education or housing. You can also start your career in the political field as a Political Assistant.

After graduation, you are eligible to apply for Master's degree in both local and overseas universities.

## Professional Recognition

Successful completion of the Housing Specialisation and the Practical Experience Requirement (PER) allow you to become a Chartered Member of the Chartered Institute of Housing.

## Teaching and Learning

### Full-time mode (1 year)

Teaching starts from September and normally spreads over 2 semesters, which allows students to complete the programme within one year. Most classes would be held during weekday daytime.

### Part-time mode (2 years)

Teaching normally spreads over 5 trimesters and students taking more than 180 credits will start the study journey earlier by taking one more semester commenced in July 2018. There are in average 3 classes per week, held on weekday evenings and/or Saturday afternoons/evenings.

BAPAM students will be inspired by our experienced teachers who are intellectual mentors teaching and guiding them along the study journey. Classes will be held at CityU SCOPE Learning Centres in Kowloon Tong, Tsim Sha Tsui and/or other designated venues.

## Assessment and Award

Assessment for the taught modules is by coursework and examination. A student will be recommended for the award of BA (Hons) Public Administration and Management conferred by De Montfort University upon successful completion of the programme in accordance with the programme requirements.

## Sharing from Graduates

*"The programme provides me with knowledge of public sector management and equips me with skills in critical thinking and analysis. Studying in this course is definitely a great learning experience."*

*Victor Leung (2016 graduate)*

*"The professional and highly committed teaching staff of the programme have widen my horizon in public administration and management which is beneficial to my career advancement."*

*Evita Pang (2016 graduate)*



## Admission Requirements

Students are admitted to different routes depending on their academic qualifications and experience :

- Route 1 (180 credits)  
Associate Degree/ Higher Diploma in Public Administration and Management, Social Science or equivalent qualification
- Route 2 (195/ 210 credits)  
Associate Degree/ Higher Diploma in disciplines other than Public Administration and Management, and Social Science or equivalent qualification

Applicants with a post-secondary qualification and at least three years of relevant work experience will be considered on a case-by-case basis for admission to the top-up degree programme.

**Notes:** *For admission to Housing Specialisation (offered in Part-time mode only), apart from satisfying the general admission requirements, applicants must fulfill the academic requirements of practitioner membership of Chartered Institute of Housing. Equivalent qualifications will also be considered on a case-by-case basis.*

*Applicants should also possess an overall IELTS score of 6.5 or equivalent. Graduates with sub-degree qualifications being taught and assessed in English will be exempted from the aforesaid requirement.*

*All Applications will be considered on a case-by-case basis. Shortlisted applicants will be required to attend an interview.*

## Fees

**Application Fee :** HK\$160 (to be paid at the time of application)

**Tuition Fee :** For 180 credits entry - HK\$109,800

*For students who need to take additional modules, a fee of HK\$9150 will be charged for each 15 credits.*

*Additional fees will be charged in case of re-assessment and/ or re-taking of modules.*

## Online Enquiries of Application Status

An acknowledgement of your application will be sent to you via email. Enquiries about your application status can be made at our website: [www.scope.edu/trackstatus](http://www.scope.edu/trackstatus) 7 working days after submission of your application.

## Commencement Date

Route 1 (180 credits) – September 2018

Route 2 (195/210 credits) – July 2018

## Application

- Application should be submitted online via [www.scope.edu/eapplication](http://www.scope.edu/eapplication).
- Application form can also be obtained upon request from the reception counter of CityU SCOPE.
- Applications are processed on a rolling basis, early application is encouraged.
- Applicants will be selected on the basis of academic merits and relevant work experience. All applicants will be informed of the application results. Please contact CityU SCOPE if you do not receive our decision by early-July 2018.

## Government Financial Assistance

### Education Grant and Loans\*

Eligible students enrolled in the full-time programme can apply for government grant and loans under the Financial Assistance Scheme for Post-secondary Students (FASP) and Non-means-tested Loan Scheme for Post-secondary Students (NLSPS) schemes. For details about eligibility requirements, please visit the government's website: [www.wfsfaa.gov.hk/sfo](http://www.wfsfaa.gov.hk/sfo)

### Non-means-tested Loan Scheme (NLS)

Students who are not covered under FASP and NLSPS can apply for the government loan under the Non-means-tested Loan Scheme (NLS). For details, please visit the government's website: [www.wfsfaa.gov.hk/sfo](http://www.wfsfaa.gov.hk/sfo)

### Continuing Education Fund (CEF)\*

Some modules of the programme have been included in the list of reimbursable courses under the Government's Continuing Education Fund (CEF). For details, please visit the government's website: [www.wfsfaa.gov.hk/cef](http://www.wfsfaa.gov.hk/cef)

\* Eligible students can only apply for either FASP or CEF before commencement of the programme

### Enquiries

#### School of Continuing and Professional Education

Location : LG/F, Academic Exchange Building,  
City University of Hong Kong

Tel : 3442 4986 / 3442 5815

Fax : 3442 0232

Email : [shs@scope.edu](mailto:shs@scope.edu)

Website : [www.cityu.edu.hk/ce/bapam](http://www.cityu.edu.hk/ce/bapam)

The contents of this leaflet are accurate at the time of printing, the School of Continuing and Professional Education (CityU SCOPE) reserves the rights to update the content of the leaflet at any time without notice. Please visit the programme website for the updated programme information, and wherever applicable, the online version supersedes the printed contents.