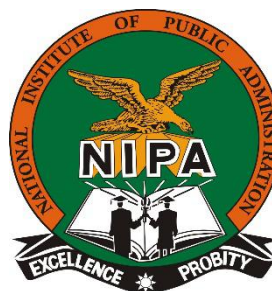


# National Institute of Public Administration



## Diploma in Public Administration

### 1.0 Introduction

The Diploma in Public Administration is designed to acquaint students to the study of, and research in, public administration, in the context of an increasingly globalised world, in which public and private activities transect in multilevel governance systems. The programme covers issues of public administration, good governance, human resource, communication, computer skills, managing finances and gender mainstreaming in the work place.

The Diploma in Public Administration programme is designed to contribute to providing the nation with a supply of qualified public administrators who will apply the knowledge, skills, attitudes and behaviours for the efficient and effective management of people as demanded for in both the public and private sectors.

**Name of the Programme:** Diploma in Public Administration

**Programme Code:** DPA

### Programme Aims:

The aim of this programme is to give a sound grounding of the principles and practices of the managerial functions in the public service.

### 2.0 Programme Structure

Year of Study	Semester I		Semester II	
	Course Code	Course Name	Course Code	Course Name
ONE	DHRM101	Human Resource Management I	DHRM 105	Human Resource Management II
	DPA 102	Introduction to Public Administration I	DPA 107	Introduction to Public Administration II
	DSS100	Organisation Communication I	DSS101	Organisation Communication II
	DPA 104	Introduction to Government & Politics I	DPA 109	Introduction to Government & Politics II
	DIS 105	Computer Software Skills	DIS 109	Management Information

				Systems
TWO	DPA 201	Public Policy I	DPA 206	Public Policy II
	DPA 202	Constitutional Law	DPA 207	Administrative Law
	DIL 208	Labour and Industrial Relations I	DIL 209	Labour and Industrial Relations II
	DMS 204	Principles of Economics	DBA 206	Managerial Economics
	RSS201	Qualitative Research Methods	RSS 202	Quantitative Research Methods
THREE	DPA 301	Comparative Public Administration I	DPA 306	Comparative Public Administration II
	DPA 302	Development Administration	DMS302	Gender In Management
	DPA 303	Public Finance Management I	DPA 309	Public Finance Management II
	DPA 304	Local Government Administration I	DPA 310	Research Project Paper
	DPA 305	Public Sector Management	DPA 308	Local Govt. Administration II

### 3.0 Career Prospect:

On completion of the programme, our graduates are expected to serve society in many sectors of life or sector of the economy such as: budget analysis, environmental policies, health care policies, foreign affairs, Community work or city/neighborhood planning and many others.

### 4.0 Contact Person

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