



## Centre for Executive and Graduate Education

### School of Public Administration

### Master of Public Administration (Management) and Graduate Diploma in Public Administration (Management)

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Thank you for your interest in our MPA (M) program. This program was developed in response to demand for a graduate degree for public sector professionals that provided the flexibility of online instruction while ensuring an educational experience that is rigorous, relevant and practical for full-time public servants.

The MPA (M) program is designed for mid-career to senior public sector professionals who wish to enhance their skills and capacity in the areas of public policy and public management. It is offered only on a part-time basis.

### Program Structure

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This degree has 13 mandatory courses (9 core and 4 elective). A maximum of seven years is allowed to complete all 13 courses, but students typically take 3.5–4 years to complete the degree. We recommend that students take one course per term as the workload is approximately 15 hours of coursework per week.

Courses we recommend completing in the first half of your program:

- Strategic Financial Management
- Policy Formulation and Analysis
- Managerial Economics
- Government Structures and Organization
- Research Methods

This program is a blended-learning opportunity where most of the learning is online. At the end of each course, students attend a mandatory 2.5-day intensive with the professor and fellow students in either Ottawa/Gatineau or Halifax, with other locations considered depending on course enrollment.

Applicants interested in the **Graduate Diploma in Public Administration (Management)** are required to complete any seven courses (core or elective) in the MPA (M) program. Students will have up to five years for completion.

To review the current course offerings; please visit our website:

<https://www.dal.ca/faculty/management/cege/current-students/mpam/course-selection.html>

## Intensives

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**Intensives are mandatory.** This is usually where the final exam is written and any group work is presented. Intensives take place both on weekends and weekdays.

Please note that because intensives are not held in every city in each term you may be required to travel several times during your program. **Travel and accommodation arrangements are the responsibility of the student.**

## Admission Requirements

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Please review all information on our admissions page before applying.

<https://www.dal.ca/faculty/management/cege/Admissions/apply-now.html>

**Work Experience:** You must have a minimum of five years' relevant professional experience to qualify for our program. Exceptions are not made for this requirement.

### Admission Requirements: Academic

**Undergraduate Degree:** You must have an undergraduate degree with an Admission GPA of 3.0 on a 4.3 scale (B average) from a university recognized by Dalhousie. The Admission GPA is calculated using the last 60 credit hours of your undergraduate degree.

Applicants whose Admission GPA falls below 3.0, who hold a degree that is not equivalent to a four-year undergraduate degree, or who do not hold an undergraduate degree may be eligible to apply on a Full Prior Learning Assessment (outlined below) or a Partial PLA stream. More information on this will be provided by the department upon receipt of online application, application fee, résumé and evaluation of official transcripts.

**If transcripts are under a different name than your current one, you will be required to provide proof of name change with your application. Original transcripts from all schools attended are required.**

## Prior Learning Assessment (PLA) Portfolio

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Applicants who do not hold a bachelor's degree, but possess more than 10 years of professional experience in a relevant, mid-career position may be eligible to apply via Full

Prior Learning Assessment. This process helps individuals reflect upon, organize and describe their past learning accomplishments and professional development. PLAs acknowledge skills and knowledge based on life and experience, as well as formal education and training.

**Applicants must present an extensive portfolio, providing evidence of exemplary competencies and advancement in their chosen careers. Guidelines are provided on the documents required in the portfolio. Most importantly, successful applicants will show consistent educational gains via a combination of professional development opportunities, non-credit training (preferably at a post-secondary institution), diplomas, certifications, etc.**

You may be required to have a TOEFL on file if your university studies were not in English.

## Transfer Credit

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Applicants requesting transfer credit for academic courses completed must complete and submit a [Transfer Credit Request form](#) outlining the MPA (M) course for which they are seeking credit. Courses cannot be more than 10 years old and must have a grade of B or higher in a graduate-level program. Requests for Transfer Credit are reviewed during the student's first term in the program.

## Tuition

The cost for each course is \$2,125 CDN (as of May 2020) and covers all course materials except textbooks. It includes the preparation of learning materials, copyright and licensing fees for cases, articles and other materials associated with the delivery of the course. Students are responsible for the cost of travel and accommodations for the intensives. Tuition for each course is due in the first week of classes, or as otherwise indicated on the registration document provided to students each term. There are no scholarships or bursaries available for the program through The Centre for Executive and Graduate Education (CEGE).

## Deadlines

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The deadline is June 1 for September admission, October 3 for January admission and February 28 for spring admission.

Please visit our [website](#) for more information. (Standard application instructions and documents can be found by clicking on the Admissions page.)

## Information Sessions

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Learn more at one of our regularly scheduled information sessions. Find out about the blended learning model, our programs, and have your questions answered. Sessions are led by the Program Director and admissions staff.

[Sign up for an Information Session](#)

## Contact Us

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If you have questions, please contact us. We are always interested to hear how potential applicants learn about our MPA (M), so please do share how you heard about CEGE and our programs.

Email: [CEGE@dal.ca](mailto:CEGE@dal.ca)