

## General

We are indeed proud to state that the Department of Public Administration of the University of Sri Jayewardenepura offers the Diploma in Public Management since 2005.

Since this is offered by the University of Sri Jayewardenepura which is positioned as the “Center of Excellence for Management Education” in the National University System in Sri Lanka, the successfully completed participants will be equipped with knowledge, skills and positive attitudes in the fields of both public and private sectors in the positions of junior management & executive levels.

### Objectives are to

1. Enhance the theoretical knowledge and skills in both fields of public and private sector management,
2. Provide an opportunity for higher education to those who left schools after the G.C.E O/L and A/L to gain basic qualifications and knowledge in the field of management, and
3. Pave the way for the working community to develop their career and nurture positive attitudes for a better working environment.

### Duration

One year programme

Semester I : **Lectures 15 weeks**

Semester II : **Lectures 15 weeks**

Thirty Credits (30) are allocated for all subject and Project should be completed under the guidance of supervisor.

## Eligibility for Admission

Candidates who have passed the G.C.E. (O/L) in six subjects, including Mathematics and English with two years experience in public, private, non governmental organizations (NGOs) or any established organization

or

Two subjects in the G.C.E. (A/L) in the new syllabus or three subjects in the old syllabus with English at the G.C.E. (O/L) or (A/L) Examinations

or

Passed finalist of the AAT (Association of Accounting Technicians of Sri Lanka)

or

Other qualifications, which the University accepts as equivalent to the above

and

Not less than 18 years of age.

### Medium of Instructions

Sinhala and English

### Modes of Assessment

Examinations held at the end of each semester, assignments, case studies, group discussions, and presentations are main methods of evaluation students' progress. A Project should be carried out under the supervision of Academics of the Faculty.

### Total Course Fee

**Rs.55,000/-** (Inclusive all taxes, Application Fee: Rs.100/-, Registration Fee: Rs.200/- & Library Fee: Rs.1000/-)

If you are selected for the course, the course fee can be paid in two ways.

1. Direct deposit to the FMSC Development Fund of the University (097100140002229) at People's Bank
2. Pay the fee by using credit or debit cards if so, student will have to pay bank charges (55000/-x 1.8%) in addition to the total course fee.

## Program Structure

### 1<sup>st</sup> Semester

| Course Code | Course Title   |
|-------------|--|
| DPM 1201    | Introduction to Public Management                    |
| DPM 1202    | Fundamentals of Microeconomics                       |
| DPM 1203    | Quantitative Techniques for Public Managers - Part 1 |
| DPM 1204    | Accounting for Public Managers                       |
| DPM 1205    | Information Technology for Public Managers           |
| DPM 1206    | Introduction to Political Environment                |
|             | Project Proposal Submission                          |

### 2<sup>nd</sup> Semester

| Course Code | Course Title  |
|-------------|---|
| DPM 2201    | Socio Psychological Aspects for Public Managers       |
| DPM 2202    | Economics for Public Managers                         |
| DPM 2203    | Quantitative Techniques for Public Managers - Part II |
| DPM 2204    | Public Sector Accounting                              |
| DPM 2205    | Introduction to E- Governance and E- Business         |
| DPM 2206    | Introduction to Legal Environment                     |
| DPM 2607    | Project Report Submission                             |

### Commencement

Classes will commence from February, 2017 at the University on weekends, (Saturday 1.00 pm- 5.00 pm and Sunday 8.00 am-4.30 pm).

### Our Specialties

- Qualified and experienced panel of lecturers
- Comprehensive coverage of syllabus
- Handouts to cover the syllabus
- Building communication skills through presentations, workshops, and assignments
- Library facilities
- Prior qualification for B.Sc. in Management (Public) General (External) Degree offered by the university
- Individual attention

### How to Apply

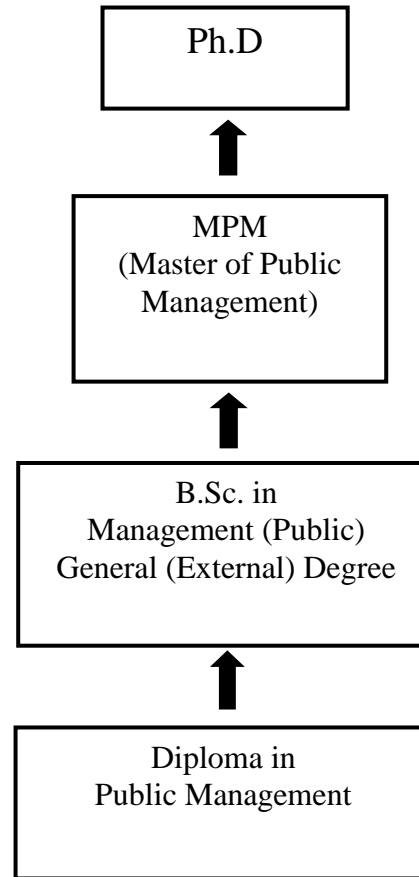
Anyone interested in following this programme can collect applications and other required documents through the university website of <http://mgt.sjp.ac.lk/pub/> or by visiting to the Department of Public Administration.

### Closing Date

After depositing the application fee (Rs. 100/-) to the FMSC Development Fund of the University (097100140002229) at People's Bank, the completed application together with two self-addressed stamped (Rs.15/- for each) envelopes, two passport size photographs, and the voucher confirming your payment should be submitted to the Department of Public Administration by post or direct visiting to the department **on or before 15<sup>th</sup> December 2016.**

### Enrollment to the course

Those who have satisfied the eligibility criteria will call for an interview. If you are successful, you will be ensured a place in the diploma after paying the full course fee.



## Diploma in Public Management 2017

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Faculty of  
Management Studies & Commerce  
University of Sri Jayewardenepura  
Gangodawila, Nugegoda.

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