

Curriculum for

The Study Programmes in Public Administration

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This curriculum is issued pursuant to the Ministerial Order of 6 May 2004 of the Ministry of Science, Technology and Innovation on bachelor and master's programmes at universities, and the General Rules of 1 December 2005 for bachelor's and master's programmes at Roskilde University, with amendments of 31 August 2006.

PART I

Objective and structure

- § 1 The study programmes in Public Administration consist of single-subject and two-subject Bachelor programmes in Public Administration, the combination Master's programme in Public Administration, and the Master's programme in Public Administration: MSc (Public Administration). The objective of the study programmes is to equip the student with the skills required to carry out independent and interdisciplinary analyses of public sector issues on a scientific basis. The study programmes qualify graduates for positions in the administration, management, evaluation and development of public sector tasks, as well as for related tasks in communication, information services or teaching. The study programmes are oriented towards employment within both the public and private sectors.
- §2 The subject's bachelor modules forms part of the University's bachelor's programmes. The subject's master's modules form part of the University's combined master's programmes and in the Master's programme in Public Administration Each module has a standard value of 30 ECTS credits.
- §3 The study programmes in Public Administration consist of the following Bachelor, combination and Masters' programmes:
- single-subject Bachelor programme in Public Administration
 - two-subject Bachelor programme with Public Administration
 - combination Master's programme with Public Administration
 - Master's programme in Public Administration.

PART II

Bachelor's programmes with Public Administration

- § 4 The objective of the Bachelor programme in Public Administration is to combine a broad introduction to the social sciences with a fundamental insight into the field of public administration, and thereby enable the student to utilise the central theories and methods of the subject in an independent and interdisciplinary manner. The programme aims to equip the student with a thorough understanding of the political, scientific, economic, legal and sociological aspects of public sector task solution, together with the relevant quantitative and qualitative methods. Students acquire a number of skills associated with the project-based working form, including the ability to co-operate and manage projects, handle complex issues, collect and process relevant information, and draw up precise conclusions and analyses.
- (2) The Bachelor programmes in Public Administration are also intended to qualify the student to commence a Master's programme.
- §5 The single-subject Bachelor programmes in Public Administration are comprised of the Basic Studies programme in Social Science and the Bachelor modules OA-B1 and OA-B2.
- (2) Students who complete a single-subject Bachelor study programme in Public Administration are awarded the title Bachelor of Science (BSc).
- §6 In the case of single-subject Bachelor programmes, the Bachelor modules are taken concurrently.
- §7 The bachelor's programme consists of basic studies, the bachelor module in Public Administration and the bachelor module in another of the subjects of the University's combined programmes (two-subject bachelor's programme).
- (2) If the bachelor module in Public Administration forms a part of a bachelor's programme in Humanities, graduates shall be entitled to use the title BA (Bachelor of Arts).
- (3) If the bachelor module in Public Administration forms part of a bachelor's programme in Natural Science, graduates shall be entitled to use the title BSc (Bachelor of Science).

- (4) If the bachelor module in Public Administration forms part of a bachelor's programme in Social Science, graduates shall be entitled to use the title BSc (Bachelor of Science).

Standard prerequisites for the subject

- § 8 The standard prerequisites for the bachelor module in Public Administration are as follows:

Qualifications corresponding to course content for a social science course offered by the study board of the Faculty of Social Science for students of Basic Studies in Humanities or Science (7.5 ECTS).

- (2) It is recommended that students who have not yet acquired the standard prerequisites stated in 8.1 should do so before commencing studies in Public Administration. If the student has not acquired these prerequisites at the commencement of studies, an extended period of study must be expected.

Academic content and competence

- §9 A description of the academic and vocational competence acquired by graduates of a single-subject and two-subject bachelor's programme with Public Administration is attached to this curriculum as Appendix 1.

- §10 It is assumed that students will have passed the following courses in their basic studies:

One of the following three courses: Advanced Political Science, Advanced Sociology or Advanced Economics. The courses are offered by the Study Board for the Basic Studies programme in Social Science. Each semester, the Study Board for Public Administration determines which of the courses on offer fulfil the requirements. The courses are assessed by internal examination. The grade awarded is: pass/fail. The examination has a standard value of 7.5 ECTS credits.

- §11 1st Bachelor module (Module OA-B1): Introduction to Public Administration

The objective of the module is to give the student an introduction to the core areas of Public Administration, including public law and public sector organisation.

The objective of the project work is to provide the student with knowledge of the core areas of Public Administration, and the skills to carry out analyses in this

connection. This includes enabling students to utilise theories and concepts from the field of Public Administration in specific, interdisciplinary analyses of theoretical or empirical target areas.

The aim of the project work is to ensure that the student can:

- Precisely define and delimit an issue within the core areas of the subject of Public Administration
- Explain a choice of theory and method and justify this through discussion
- Describe and discuss other people's criticism of the theoretical conceptual apparatus and/or academic literature utilised
- Independently formulate and apply an analytically-focused project design in the operationalisation of the project's problem formulation
- Carry out an analysis informed by theoretical choices and methodological decisions
- Draw relevant and well-argued conclusions on the basis of the project's analysis

In the case of the Bachelor projects, the student must also be able to:

- Document general familiarity with and the application of social scientific theory, concepts and methods in relation to the project's subject area.

The project corresponds to 15 ECTS.

- (2) The module encompasses the following course activities:

1 Course in Public Law	7.5 ECTS
2 Course in Public Sector Organisation and Management	7.5 ECTS

- (3) The objective of the course in Public Law is to provide the student with knowledge of public and international law. The course takes its starting-point in the basic legal concepts which in practice unite the various sources and origins of law with its various control systems. Emphasis is placed on ensuring that the student acquires knowledge of institutional law as it operates in public sector institutions, and a practice-oriented knowledge of public law. The objective of the course is to enable the student to apply the concepts and principles of public law in the debate of public law issues. The subject's field of study encompasses 1) The legal framework of Danish Public Administration at central, municipal and institutional level, including the basis in public and municipal law for the interface between the citizen and the public authorities. 2) International and EU law. 3) The interplay between these different legal systems.
- (4) The objective of the course in Public Sector Organisation and Management is to enable students to acquire a knowledge of the key concepts and theories of general organisation theory, policy implementation and policy evaluation, and the ability to apply these in relation to public sector organisations.

- (5) Registration for the courses of the module automatically includes registration for the course examinations.

§ 12 The bachelor project may be completed in Module OA-B1, provided that basic studies in Social Science form part of the 2 -subject bachelor's programme.

- (2) After consultation with the study boards, the Rector may however determine that certain other bachelor courses may be approved, where there is special academic justification for so doing. These (other) approved bachelor courses shall be published in a positive list.
- (3) The bachelor project has a standard value of 15 ECTS credits.
- (4) The Head of Studies shall approve the subject of the bachelor project and lay down a time limit for submitting the bachelor report.
- (5) The bachelor report shall be accompanied by a summary in English. The summary shall be taken into account in the assessment of the bachelor project.

§ 13 2nd Bachelor module (Module OA-B2): Specialisation in Public Administration

The objective of the module is to provide the student with an introduction to the area of public sector economics, and an extended understanding of the administration's core areas and of interdisciplinary analysis in this connection.

- (2) The objective of the project work is to equip the student with the skills to carry out concrete analyses at an advanced level in relation to the field of Public Administration. This includes enabling students to utilise theories and concepts from the field of Public Administration and describe alternatives to those selected. Students should moreover be able to utilise the selected theories and concepts in specific, interdisciplinary analyses of theoretical or empirical target areas.

The aim of the project work is to ensure that the student can:

- Precisely and unambiguously define and delimit an issue within the core areas of the subject of Public Administration
- Explain and justify through discussion a choice of theory and method, in relation to possible alternatives
- Describe and discuss other people's criticism of the theoretical conceptual apparatus and/or academic literature utilised
- Independently formulate and apply an analytically-focused project design in relation to the operationalisation of the project's problem formulation
- Carry out an (interdisciplinary) analysis in accord with the theoretical choices and methodological decisions
- Draw relevant and well-argued conclusions on the basis of the project's analysis

In the case of Bachelor projects, the student must also be able to:

- Document general skills in the knowledge and application of social scientific theory, concepts and methods in relation to the project's subject area.

The project work corresponds to 15 ECTS.

- (3) The module encompasses the following course activities:

1. Course in Public Sector Economics and Regulation	7.5 ECTS
2. Interdisciplinary course	5 ECTS
3. Methodology course	2.5 ECTS

- (4) The objective of the course in Public Sector Economics and Regulation is to provide the student with knowledge of the principles and concepts of public sector economics, with special reference to regulation, planning and economic organisation, including the relationships between socio-economic efficiency, income and welfare distribution, and macroeconomic stability. The subject encompasses the following target areas: theoretical welfare economics, public economic regulation and economic organisation theory.
- (5) The objective of the interdisciplinary course is to provide the student with knowledge of theories of institutional structures and their significance for the behaviour of individual and collective players. The student will also learn to discuss and apply concepts and theories drawn from economics, political science, sociology and jurisprudence, and discuss the strengths and weaknesses of these concepts and theories in relation to one another.
- (6) The range of methodology courses available and the content of the individual courses are approved by the Study Board each semester. The individual course descriptions state which concepts, theories, methods and/or areas of empirical research comprise the framework for the course in question. The course work will naturally focus primarily on the relevant projects. The objective of the methodology course is to enable students to undertake considered methodological choices in relation to concrete analyses, including in project work. The content and teaching form of the course is oriented towards concrete and practical application.
- (7) Registration for the courses and methodology courses of the module automatically includes registration for the course and methodology course examinations.

§ 14 The bachelor project may be completed in Module OA-B1 or OA-B2, provided that basic studies in Social Science form part of the 1 -subject bachelor's programme.

- (2) The bachelor project has a standard value of 15 ECTS credits.
- (3) The Head of Studies shall approve the subject of the bachelor project and lay down a time limit for submitting the bachelor report.
- (4) The bachelor report shall be accompanied by a summary in English. The summary shall be taken into account in the assessment of the bachelor project.

PART III

Master's programmes with Public Administration and the combination Master's programme with Public Administration

- § 15 The combination Master's programme with Public Administration aims to equip the student to carry out extensive and specialised interdisciplinary analyses within the area of public administration. The programme aims to provide the student with advanced theoretical and methodological knowledge of the political scientific, economic, legal and sociological aspects of public sector task solution and associated issues. The course also develops the student's skills in the project-based working form, supplementing these with enhanced skills in presentation, argumentation and task performance. In addition to the objectives listed above, the study programme is also intended to qualify the student for entry to the PhD programme.
- (2) The Master's programme in Public Administration (MSc (Public Administration)) aims to equip the student to carry out extensive and specialised interdisciplinary analyses within the area of public administration to the highest academic standard. Via the study programme, the student acquires an in-depth familiarity with the relevant social scientific theories and methods, and the skills to utilise these in analyses of a number of self-chosen issues of relevance to public sector task solution. The course also develops the student's skills in the project-based working form, supplementing these with enhanced skills in presentation, argumentation and task performance, and in the application of complex analytical tools via participation in a varied range of courses and forms of instruction. In addition to the objectives listed above, the study programme is also intended to qualify the student for entry to the PhD programme.
- § 16 The combined master's programme with Public Administration consists of module OA-K1, one of the modules OA-K2, OA-K2-S or OA-K2-IS from Public Administration, and two master's modules from another of the University's combined programmes.
- § 17 Students who complete a combined master's programme in Public shall be awarded a master's degree in conformity with the rules in 17.2 – 17.7.
- (2) If the thesis is written in a subject within the main area of Humanities, the graduate shall be awarded the right to use the title cand.mag. (candidatus/candidata magisterii). The English title is Master of Arts.

(3) If the thesis is written in a subject within the main area of Natural Science, the graduate shall be awarded the right to use the title cand. scient. (candidatus/candidata scientiarum). The English title is Master of Science.

(4) If the thesis is written in a subject within the main area of Social Science, the graduate shall be awarded the right to use the title cand. soc. (candidatus/candidata societatis). The English title is Master of Social Sciences.

On application to the Rector, and with the approval of the Ministry of Science, Technology and Innovation, graduates may however obtain the right to use the title cand. scient. soc. (candidatus/candidata scientiarum socialium). The English title is Master of Science in Sociology.

a. If the thesis is written in one of the subjects Communication, Performance Design, or Journalism, the graduate shall be awarded the right to use the title cand. comm. (candidatus/candidata communicationis). The English title is Master of Arts in Communication Studies.

If the thesis is written in the subject Journalism, the English title is however: Master of Arts in Communication Studies in Journalism.

b. If the student submits an integrated thesis covering two main subject areas at Roskilde University, the graduate title will be conferred in accord with the principal main subject in the entrance qualifications (i.e. the bachelor's programme).

The Rector may however waive this provision in special cases, if the student can document that the principal academic weight in the master's programme has been placed in a main subject area other than that of the entrance qualifications.

c. If the student submits an integrated thesis in a subject at Roskilde University and a subject at another university, the graduate title will be conferred in accord with the main subject area taken at Roskilde University.

§ 18 The Master's programme in Public Administration consists of the Master's modules K1, K2, K3 and K4-S.

(2) Students who complete the Master's programme in Public Administration are awarded the title Master of Science in Public Administration.

§ 19 The master's modules may be taken concurrently, cf. however § 20.

§ 20 The thesis shall conclude the the combination Master's programme and master's programme

Admission requirements for master's modules, special competence requirements, etc.

- § 21 Students who complete a two-subject bachelor's programme at Roskilde University which includes Public Administration can be admitted to the master's programme with Public Administration. Graduates of another bachelor programme with the subject Public Administration may be admitted after individual assessment. The Study Board may approve other study programmes as qualifying the student for admission to the master's programme, possibly after specified supplementary studies.
- § 22 Students who complete a single-subject Bachelor programme in Public Administration, EU Studies or Social Science, or a two-subject Bachelor programme in Business Studies or International Development Studies in combination with Public Administration, EU Studies or Social Science, may apply for admission to the Master's programme in Public Administration. Holders of Bachelor degrees from another study programme in Public Administration may be admitted by individual assessment. The Study Board may approve other study programmes as qualifying for admission to the Master's programme, possibly after supplementation.
- § 23 Combination programme students who wish to qualify to teach social studies in upper secondary schools and the higher preparatory courses (HF) must take a complementary seminar within the area of International Politics.

Academic content and competence

- § 24 A description of the academic and vocational competence acquired by graduates of a master's programme with Public Administration and graduates in Public Administration is attached to this curriculum as Appendix 2.

Public Administration

- § 25 1st combination Master's module (Module OA-K1): Advanced Public Administration
1

The objective of the specialisation module is to introduce the student to the area of Public Sector Economics and Regulation and give students an opportunity to undertake an in-depth study of issues within Public Administration and/or enhance the breadth of their study programmes.

- (2) The module consists of the following activities:

1. Project

15 ECTS

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| 2. Project seminar | 5 ECTS |
| 3. Public Sector Economics and Regulation | 7.5 ECTS |
| 4. Methodology course | 2.5 ECTS |

(3) Project

The objective of the project work is enable the student to carry out specific analyses in relation to the field of Public Administration. Students can either study a particular area of Public Administration in depth, or enhance their broad skills within the subject area of the study programme.

The aim of the project work is to enable the student to:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of Public Administration
- Demonstrate a clear understanding of the theoretical conceptual apparatus or academic literature utilised
- Evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Discuss the design of the analysis, including the operationalisation of the problem formulation
- Carry out an analysis which encompasses the systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant and well-argued conclusions on the basis of the project's analysis
- Utilise the chosen selection of the project seminar's literature in the project work, together with the theoretical and/or empirical research concepts and discussions presented in the seminar.

(4) Project seminar

A number of project seminars are held each semester within the framework of the thematic areas. The level of the seminars is designed to build upon the academic standard that students are expected to have acquired during their Bachelor study programmes. The range of seminars available and the contents of the individual seminars are approved by the Study Board each semester. The individual seminar descriptions describe which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant seminar.

The objective of the seminar is to enhance the ability of students to carry out independent and critical analyses of selected issues of public administration in their projects. The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

(5) Public Sector Economics and Regulation

The objective of the course in Public Sector Economics and Regulation is to provide the student with knowledge of the principles and concepts of public sector economics, with special reference to regulation, planning and economic organisation, including the relationships between socio-economic efficiency, income and welfare distribution, and macroeconomic stability. The subject encompasses the following

target areas: theoretical welfare economics, public economic regulation and economic organisation theory.

- (6) **Methodology course**
The range of methodology courses available and the content of the individual courses are approved by the Study Board each semester. The individual course descriptions state which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant methodology course.
The objective of the methodology courses is to provide the student with insight into methods that can be utilised in the analysis or treatment of issues in the field of public administration. The content and teaching form of the course is oriented towards concrete and practical application.
- (7) The project and complementary seminars are offered at an advanced level within a number of thematic areas. The thematic areas are described in the further provisions.
- (8) A thematic area consists of a number of seminars spread over several semesters which are concerned with a subject area within Public Administration. The current thematic areas are described in the further provisions.
- (9) Students can freely choose seminars within or across the boundaries of the thematic areas offered.
However, students cannot take the same seminar or methodology course several times in the course of the study programme.
- (10) The Study Board may approve the inclusion of other research-based theme areas in the range of courses offered.

§26 2nd combination Master's module (Module OA-K2): Advanced Public Administration 2

The objective of the specialisation module is to give the student an opportunity to undertake a further in-depth study of issues within Public Administration and/or further enhance the breadth of the study programme.

- (2) The module consists of the following activities:

1. Project	15 ECTS
2. Project seminar	5 ECTS
3. Complementary seminar	7.5 ECTS
4. Methodology course	2.5 ECTS
- (3) **Project**
The objective of the project work is to equip the student with the skills to carry out concrete analyses at an advanced level in relation to the field of Public Administration. Students can either study a particular area of Public Administration in depth, or enhance their broad skills within the subject area of the study

programme.

The aim of the project work is to enable the student to:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of Public Administration
- Demonstrate understanding and a reasonable degree of mastery of the theoretical conceptual apparatus/academic literature utilised
- Critically evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Discuss the design of the analysis, including the operationalisation of the problem formulation
- Carry out a thorough and well-constructed analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant and well-argued conclusions on the basis of the project's analysis
- Independently utilise the chosen selection of the project seminar's literature in the project work, together with the theoretical and/or empirical concepts and discussions presented in the seminar.

(4) Project seminar

A number of project seminars are held each semester within the framework of the thematic areas. The level of the seminars is designed to build upon the academic standard that students are expected to have acquired during their Bachelor study programmes. The range of seminars available and the contents of the individual seminars are approved by the Study Board each semester. The individual seminar descriptions describe which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant seminar.

The objective of the seminar is to enhance the ability of students to carry out independent and critical analyses of selected issues of public administration in their projects. The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

(5) Complementary seminar

A number of complementary seminars are held each semester within the framework of the thematic areas. The level of the seminars is designed to build upon the academic standard that students are expected to have acquired during their Bachelor study programmes. The range of seminars available and the contents of the individual seminars are approved by the Study Board each semester. The individual seminar descriptions describe which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant seminar.

The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

- (6) **Methodology course**
 The range of methodology courses available and the content of the individual courses are approved by the Study Board each semester. The individual course descriptions state which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant methodology course.
 The objective of the methodology courses is to provide the student with insight into methods that can be utilised in the analysis or treatment of issues in the field of public administration. The content and teaching form of the course is oriented towards concrete and practical application.
- (7) The project and complementary seminars are offered at an advanced level within a number of thematic areas. The thematic areas are described in the further provisions.
- (8) A thematic area consists of a number of seminars spread over several semesters which are concerned with a subject area within Public Administration. The thematic areas are described in the further provisions.
- (9) Students can freely choose seminars within and across the boundaries of the thematic areas offered. However, students cannot take the same seminar or methodology course several times in the course of the study programme.
- (10) The Study Board may approve the inclusion of other research-based theme areas in the range of courses offered.

§ 27 2nd combination Master's module (OA-K2-S): thesis module. Advanced Public Administration 2

The objective of the thesis is for the student to acquire a coherent understanding of key issues covered by the study programme in Public Administration. The student must also demonstrate mastery of academically qualified work at an in-depth level.

The aim of the thesis is to ensure that the student can:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of the programme
- Demonstrate understanding and independent mastery of the theoretical conceptual apparatus/academic literature utilised
- Critically and independently evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Reflect in depth on the design of the analysis, including the operationalisation of the problem formulation
- Carry out a well-rounded analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant, interesting and well-argued conclusions on the basis of the project analysis

- (2) The thesis must include a summary in English. The summary will be taken into account in the grading of the thesis.
- (3) The topic of the thesis must be approved by the Head of Studies. A time limit will at the same time be stipulated for the completion of the thesis.
- (4) The thesis corresponds to 30 ECTS.

§ 28 2nd combination Master's module (Module OA-K2-IS): integrated thesis module.
Advanced Public Administration 2

The objective of the thesis is for the student to acquire a coherent understanding of key issues covered by the study programme in Public Administration. The student must also demonstrate mastery of academically qualified work at an in-depth level.

The aim of the thesis is to ensure that the student can:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of the programme
- Demonstrate understanding and independent mastery of the theoretical conceptual apparatus/academic literature utilised
- Critically and independently evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Reflect in depth on the design of the analysis, including the operationalisation of the problem formulation
- Carry out a well-rounded analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant, interesting and well-argued conclusions on the basis of the project analysis

- (2) The thesis must include a summary in English. The summary will be taken into account in the grading of the thesis.
- (3) The topic of the thesis must be approved by the Heads of Studies for the subjects involved. A time limit will at the same time be stipulated for the completion of the thesis.
- (4) The thesis part of the Public Administration programme corresponds to 15 ECTS.
- (5) The module encompasses a complementary seminar which corresponds to 15 ECTS. The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

Master's programme in Public Administration

- § 29 Within the framework of *, the Master's programme in Public Administration gives the student an opportunity for in-depth study at the highest academic standard within the area of Public Administration, broadly defined. Via project work and participation in complementary seminars during the Master's programme, the student must demonstrate academic progression through specialisation and/or increased breadth in the study programme, in an academic career closely associated with ongoing research within the study area of the programme, and combined with the independent organisation of studies. The study programme may be organised within the framework of a number of thematic areas. Concurrently, the student should develop practical application skills and the ability to take an independent and critical approach to working with the subjects.

Students who have not previously achieved qualifications corresponding to those of the courses in Public Sector Economics and Regulation or the Political Economy of the EU must take one of these courses during their Master's programmes. The course replaces the complementary seminar in either K1, K2 or K3.

- § 30 1st, 2nd and 3rd Master's modules (Modules K1 - K3): Public Administration 1, 2 and 3

The project work in each module must contribute to achieving the goals specified in * and *, as well as *. In general, the project work should equip the student with the skills to independently and critically identify, analyse and formulate solutions to issues of policy and public administration, broadly defined. This may occur within a number of thematic areas.

- (2) Each module consists of the following activities.

1. Project	15 ECTS
2. Project seminar	5 ECTS
3. Complementary seminar	7.5 ECTS
4. Methodology course	2.5 ECTS.

- (3) Project K1

The objective of the project work is enable the student to carry out specific analyses in relation to the subject areas of the field of Public Administration. Students can either study a particular area of Public Administration in depth, or enhance their broad skills within the subject area of the study programme.

- (4) Project K2

The objective of the project work is to equip the student with the skills to carry out concrete analyses at an advanced level in relation to the field of Public Administration. Students can either study a particular area of Public Administration in depth, or enhance their broad skills within the subject area of the study programme.

(5) Project K3

The objective of the project work is to equip the student with the skills to carry out concrete analyses at an in-depth level in relation to the field of Public Administration. Students can either study a particular area of Public Administration in depth, or enhance their broad skills within the subject area of the study programme.

(6) In the modules K1, K2 and K3, students enhance their project writing skills such that the dimensions in the goal description for projects in Public Administration (see below) are fully met in the K4 project/thesis. It is not therefore a requirement that students should meet the project goals during the modules K1, K2 and K3 to the same degree as a thesis student. In the assessment of the projects K1, K2 and K3, the principle of academic progression must be taken into account.

Academic progression is defined as:

- A constantly increasing number of dimensions (see below) are mastered in the project to an exemplary degree
- A steadily increasing depth and complexity in understanding and application of the theories and methods utilised in the specific project
- A steadily increasing ability to discuss the project's issues, theory and analyses, and relate these to the academic field in its entire breadth.

The aim of the project work is to ensure that the student can:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of Public Administration
- Demonstrate understanding and confident mastery of the theoretical conceptual apparatus/academic literature utilised
- Critically and independently evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Reflect in depth on the design of the analysis, including the operationalisation of the problem formulation
- Carry out a well-rounded analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant, interesting and well-argued conclusions on the basis of the project analysis.
- Utilise theories, concepts and methods from the selected part of the project seminar literature to independently analyse policy and development areas in the project.

(7) It is possible to substitute one, and only one, project from either K1, K2 or K3 with a period of internship. The student submits an internship project in connection with a period of placement. The framework for the internship project is stipulated in the further provisions.

The objective of the project work is for students to undertake a discussion of one or more such subjects with which the student has been in contact during the internship, on the basis of self-chosen theory. The nature of the project is determined by the location of the placement and its task portfolio.

The aim of the project work is to ensure that the student can:

- Define, delimit and address an academically relevant issue on the basis of the student's period of internship
- Reflect on the chosen theoretical apparatus, the design of the analysis, and the operationalisation of the problem formulation
- Carry out a thorough and well-constructed analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design
- Draw relevant and well-argued conclusions on the basis of the project's analysis

(8) Project seminar

A number of project seminars are held each semester within the framework of the thematic areas. The level of the seminars is designed to build upon the academic standard that students are expected to have acquired during their Bachelor study programmes. The range of seminars available and the contents of the individual seminars are approved by the Study Board each semester. The individual seminar descriptions describe which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant seminar.

The objective of the seminar is to enhance the ability of students to carry out independent and critical analyses of selected issues of public administration in their projects. The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

(9) Complementary seminar

A number of complementary seminars are held each semester within the framework of the thematic areas. The level of the seminars is designed to build upon the academic standard that students are expected to have acquired during their Bachelor study programmes. The range of seminars available and the contents of the individual seminars are approved by the Study Board each semester. The individual seminar descriptions describe which concepts, theories, methods and/or areas of empirical research comprise the framework for the relevant seminar.

The seminar aims to enable the student to master theories, methods, concepts and/or areas of empirical research at an advanced level within a specific area of the thematic area's field of study, and thereby provide the student with academic and analytical skills within the target area of the seminar.

(10) Methodology course

The range of methodology courses available and the content of the individual courses are approved by the Study Board each semester. The individual course descriptions state which concepts, theories, methods and/or areas of empirical research comprise

the framework for the relevant methodology course.

The objective of the methodology courses is to provide the student with insight into methods that can be utilised in the analysis or treatment of issues in the field of public administration. The content and teaching form of the course is oriented towards concrete and practical application.

- (11) The project and complementary seminars are offered at an advanced level within a number of thematic areas. The thematic areas are described in the further provisions.
- (12) A thematic area consists of a number of seminars spread over several semesters which are concerned with a subject area within Public Administration. The thematic areas are described in the further provisions.
- (13) Students can freely choose seminars within and across the boundaries of the thematic areas offered. However, students cannot take the same seminar or methodology course several times in the course of the study programme.
- (14) The Study Board may approve the inclusion of other research-based theme areas in the range of courses offered.

§ 31 4th Master's module (Module K4): thesis module

The objective of the thesis is for the student to acquire a coherent understanding of key issues covered by the study programme in Public Administration. The student must also demonstrate mastery of academically qualified work at an in-depth level. The thesis reflects the work of an entire semester.

The aim of the thesis is to ensure that the student can:

- Unequivocally and convincingly define, delimit and address an issue within the subject area of Public Administration
- Demonstrate understanding and confident mastery of the theoretical conceptual apparatus/academic literature utilised
- Critically and independently evaluate the theoretical conceptual apparatus/academic literature utilised and the chosen method/analysis strategy
- Reflect in depth on the design of the analysis, including the operationalisation of the problem formulation
- Carry out a well-rounded analysis, consistently utilising a systematic application of the theoretical conceptual apparatus in relation to the project's subject area, in conformity with the project's problem formulation and design

- (2) The thesis must include a summary in English. The summary will be taken into account in the grading of the thesis.
- (3) The topic of the thesis must be approved by the Head of Studies. A time limit will at the same time be stipulated for the completion of the thesis.

- (4) The thesis corresponds to 30 ECTS.

PART IV

General provisions

- § 32 Project work shall generally be group work, but students may work individually.
- (2) The Study Board shall lay down specific regulations governing the tuition and guidance of the students, including the relationship between the scope of the guidance provided and the group size.
- § 33 The Study Board shall stipulate the length and academic content/academic goals of the individual study activities in Public Administration.
- (2) Each year, the Study Board shall determine the courses to be offered, cf., however, the provisions on thematic areas.
- § 34 The Study Board shall lay down specific regulations governing the form and scope of project reports, the bachelor report, and the thesis.
- § 35 In advance of each semester, the Study Board will stipulate a framework and a timetable for group formation.
- § 36 The Study Board may approve that study activities undertaken at universities in Denmark or abroad, or activities undertaken in connection with studies at Roskilde University, may replace certain study activities required by this curriculum.

PART V

Examinations and tests

- § 37 The rules governing registration for examinations and tests, and the punctual withdrawal of registration from these, are stipulated in the University's examination regulations.

- § 38 Rules governing make-up examinations and re-examinations are stipulated in the University's examination regulations.
- § 39 The form of the examination shall take account of the objective of the programme element, and shall reflect the content of the tuition. Examinations shall be organised as individual examinations.
- (2) Examinations assessed according to the seven-point scale shall have a pass mark of two.
- (3) Examinations which have been passed cannot be re-taken.
- § 40 A student may register a maximum of three times for an examination or other form of assessment. The Study Board may however permit registration for a fourth or fifth time in exceptional cases.
- (2) By way of exception, the Rector may permit registration for more than five examination attempts, particularly if the student lacks only a single examination to complete the study programme.
- (3) On the third, fourth and fifth occasions that a student registers for an internal examination assessed solely by an internal examiner, the student shall be entitled to demand the participation of an external examiner appointed by the Ministry.
- §41 A student whose attendance at classes is to be evaluated for the second time pursuant to applicable examination regulations may instead request to take an internal examination in the relevant programme element. On the third, fourth and fifth occasions, the student shall be entitled to demand the participation of a moderator.
- § 42 Students may register separately for the individual examinations or other forms of assessment, unless otherwise stipulated below.
- § 43 All examinations shall be held as individual examinations.
- (2) Individual grades may only be awarded for project reports, bachelor reports, theses and other written assignments undertaken jointly by several students to the extent that the contributions of the individual students are specified.
- (3) In the event that the individual contributions of the students to a project report, bachelor report, thesis or written assignment are not specified, the assessment shall be made by means of an oral examination. The student shall be examined on the

basis of the entire written assignment. The assessment awarded shall be a combined assessment of the written assignment and the oral examination.

- (4) If an oral examination is based on a project report, bachelor report, thesis or written assignment undertaken jointly by several students in collaboration, these students may not be present in the examination room before or after they have been examined.
- (5) No more than 5 students may participate in a group project or group thesis which forms the basis of an oral examination, or which is assessed on the basis of the written work.

§ 44 The student shall participate in a satisfactory manner in the compulsory study activities of the modules. The Study Board shall lay down specific regulations governing the assessment of satisfactory participation. Satisfactory participation is a condition for being able to take an examination. The Study Board may waive this provision in special cases. The Study Board shall register students who have completed their study activities in a satisfactory manner.

- (2) Active participation in a study activity shall be included in the assessment of satisfactory participation. If an activity requires attendance, attendance is a necessary but not in itself a sufficient criterion to achieve the assessment of satisfactory participation.

§ 45 Examinations shall be presented in Danish, unless the purpose of the examination is to document the student's skills in a foreign language.

- (2) If the tuition in a subject has been provided through the medium of a foreign language, the examination shall be presented in that language. The Study Board shall lay down detailed rules specifying the instances in which this rule may be waived.
- (3) Where circumstances permit, the Study Board may also allow students who so wish to present an examination in a foreign language. However, this shall not apply to examinations which require presentation in Danish.

§ 46 General rules for examinations, tests, etc. are available at the University website.

§ 47 General criteria for the grading of project examinations and theses are attached to this curriculum as Appendix 3.

- (2) The curriculum shall stipulate how the general criteria in Appendix 3 relate to the overall assessment of the subject's project examinations and thesis examinations.

- (3) In the curriculum, or in supplementary rules, the Study Board shall stipulate the criteria which are included in the overall assessment of the subject's other examinations and tests.

§ 48 Examinations in the bachelor module 1 (Module OA-B1): Introduction to Public Administration.

Project work shall be assessed at an oral examination with external moderation. The examination shall be based on the project report of the student or students. The examination shall take the form of a conversation between the student, the examiner(s) and the moderator(s). The student shall be examined on the basis of the entire project report. The assessment awarded shall be a combined assessment of the project report and the oral examination.

A single grade is awarded on the seven-point scale.

In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.

The examination has a standard value of 15 ECTS credits.

- (2) The course in Public Law is assessed by an oral examination. The examination is subject to external moderation. A single grade is awarded from the seven-point scale. The examination corresponds to 7.5 ECTS.
- (3) The course in Public Sector Organisation and Management is assessed by an oral examination. The examination is subject to external moderation. A single grade is awarded from the seven-point scale. The examination corresponds to 7.5 ECTS.
- (4) If a student submits a bachelor project in Public Administration the assessment of this shall replace the examination mentioned in 48.1.

§ 49 Examinations in the bachelor module 2 (Module OA-B2). Specialisation in Public Administration.

Project work shall be assessed at an oral examination with external moderation. The examination shall be based on the project report of the student or students. The examination shall take the form of a conversation between the student, the examiner(s) and the moderator(s). The student shall be examined on the basis of the entire project report. The assessment awarded shall be a combined assessment of the project report and the oral examination.

A single grade is awarded on the seven-point scale.

In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.

The examination has a standard value of 15 ECTS credits.

- (2) The course in Public Sector Economics and Regulation is assessed by an individual oral examination. The examination is subject to external moderation. A single grade is awarded from the seven-point scale.
The examination corresponds to 7.5 ECTS.
- (3) The interdisciplinary course is assessed on the basis of an individual written paper. The examination is subject to external moderation. A single grade is awarded from the seven-point scale.
The examination corresponds to 5 ECTS.
- (4) The methodology course is assessed by an internal examination/active participation. The grade awarded is 'pass/fail'. The examination corresponds to 2.5 ECTS.
- (5) If a student submits a bachelor project in Public Administration, the assessment of this shall replace the examination mentioned in 49.1.

§ 50 The assessment of the bachelor project shall take the form of a combined assessment of the bachelor report and an oral examination with external moderation. The examination shall be based on the bachelor report of the student or students. The examination shall take the form of a conversation between the student, the examiner(s) and the moderator(s). The student shall be examined on the basis of the entire bachelor report.
A single grade is awarded on the seven-point scale.
In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.
The examination has a standard value of 15 ECTS credits.

- (2) In the assessment of the bachelor project, emphasis shall be placed on the student's writing and spelling skills as well as on the academic content. Writing and spelling skills shall be incorporated into the assessment at a weight of 10%.
- (3) The summary shall be incorporated into the assessment at a weight of 5%.
- (4) The Study Board may grant exemptions from the requirements of 50.2 in the case of students who can document a relevant and specific handicap.
- (5) The Study Board may lay down specific rules governing the proportion of the bachelor report for which each student shall be responsible.

§ 51 Examinations in the first combined master's module (Module OA-K1): Advanced Public Administration 1

The project work is assessed by an oral examination. The examination is subject to

external moderation. The examination is based on the student's project report. The examination takes the form of a conversation between the student, the examiner(s) and the moderator(s). The student must be examined on the basis of the whole project. The grade awarded is based on a combined assessment of both the project report and the oral examination.

The assessment of the project seminar is performed at the same time as the oral examination of the project.

A single grade is awarded from the seven-point scale.

The overall assessment takes into account the general criteria stated in Appendix 3 and the relevance of the individual criteria to the specific project.

The examination, including the project seminar, corresponds to 20 ECTS.

- (2) The course in Public Sector Economics and Regulation is assessed by an individual oral examination. The examination is subject to external moderation. A single grade is awarded from the seven-point scale.
The examination corresponds to 7.5 ECTS.
- (3) Methodology courses are assessed by internal examination. The grade awarded is: pass/fail. The examination corresponds to 2.5 ECTS.

§ 52 Examinations in the second combined master's module (Module OA-K2): Advanced Public Administration 2

The project work is assessed by an oral examination. The examination is subject to external moderation. The examination is based on the student's project report, and takes the form of a conversation between the student, the examiner(s) and the moderator(s). The student must be examined on the basis of the whole project. The grade awarded is based on a combined assessment of both the project report and the oral examination.

The assessment of the project seminar is performed at the same time as the oral examination of the project.

A single grade is awarded from the seven-point scale.

The overall assessment takes into account the general criteria stated in Appendix 3 and the relevance of the individual criteria to the specific project.

The examination, including the project seminar, corresponds to 20 ECTS.

- (2) The complementary seminar is assessed by internal examination. The grade awarded is: pass/fail.
The examination corresponds to 7.5 ECTS.
- (3) Methodology courses are assessed by internal examination. The grade awarded is: pass/fail. The examination corresponds to 2.5 ECTS.

§ 53 Examinations in the thesis module (Modul OA-K2-S): Thesis module. Advanced Public Administration 2

Assessment of the thesis shall be undertaken in conformity with the General Rules for bachelor's and masters' programmes at Roskilde University, to which reference is made. The assessment shall be externally moderated.

A single grade is awarded on the seven-point scale.

In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.

The examination has a standard value of 30 ECTS credits.

- (2) In the assessment of the thesis, emphasis shall be placed on the student's writing and spelling skills as well as on the academic content. Writing and spelling skills shall be incorporated into the assessment at a weight of 10%.
- (3) The summary shall be incorporated into the assessment at a weight of 5%.
- (4) The Study Board may grant exemptions from the requirements of 53.2 in the case of students who can document a relevant and specific handicap.
- (5) The Study Board may lay down specific rules governing the proportion of the thesis for which each student shall be responsible.

§ 54 Examinations in the integrated thesis module (Module OA-K2-IS): Integrated thesis module. Advanced Public Administration 2

The integrated thesis shall be assessed in a single joint examination covering both subjects, in conformity with the General Rules for bachelor's and master's programmes at Roskilde University, to which reference is made. The examination shall be externally moderated.

A single joint grade is awarded on the seven-point scale.

In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.

The part of the examination relating to Public Administration has a standard value of 15 ECTS credits.

- (2) In the assessment of the thesis, emphasis shall be placed on the student's writing and spelling skills as well as on the academic content. Writing and spelling skills shall be incorporated into the assessment at a weight of 10%.
- (3) The summary shall be incorporated into the assessment at a weight of 5%.
- (4) The Study Board may grant exemptions from the requirements of 54.2 in the case of students who can document a relevant and specific handicap.
- (5) The Study Board may lay down specific rules governing the proportion of the thesis for which each student shall be responsible.

- (6) The complementary seminar is assessed by internal examination. Grades are awarded according to the seven-point scale. The examination corresponds to 15 ECTS.

§ 55 Examinations for the 1st, 2nd and 3rd Master's modules (Modules K1 - K3): Public Administration 1, 2 and 3.

The project work is assessed by an oral examination. The examination is subject to external moderation. The examination is based on the student's or group's project report, and takes the form of a conversation between the student, the examiner(s) and the moderator(s). The student must be examined on the basis of the whole project report. The grade awarded is based on a combined assessment of both the project report and the oral examination.

The assessment of the project seminar is performed at the same time as the oral examination of the project.

A single grade is awarded on the seven-point scale.

In the determination of grades, the general criteria in Appendix 3 shall be included in the overall assessment, taking account of the relevance of the individual criteria to the project in question.

The examination, including the project seminar, corresponds to 20 ECTS.

- (2) The complementary seminar is assessed by internal examination. The grade awarded is: pass/fail.
The examination corresponds to 7.5 ECTS.

- (3) Methodology courses are assessed by internal examination. The grade awarded is: pass/fail. The examination corresponds to 2.5 ECTS.

- (4) Project work submitted under 30 (7) is assessed by an oral examination. The examination is subject to internal moderation. The examination is based on the student's or group's project report, and takes the form of a conversation between the student, the examiner(s) and the moderator(s). The student must be examined on the basis of the whole project report.
The grade awarded is based on a combined assessment of both the project report and the oral examination.
A single grade is awarded from the seven-point scale. The examination corresponds to 20 ECTS.

§ 56 Examinations for the 4th Master's module (Module K4): thesis module

Assessment of the thesis shall be undertaken in conformity with the General Rules for bachelor's and masters' programmes at Roskilde University, to which reference is made. The assessment shall be externally moderated.

A single grade is awarded on the seven-point scale.

The overall assessment takes into account the general criteria stated in Appendix 3

and the relevance of the individual criteria to the specific thesis.
The examination has a standard value of 30 ECTS credits.

- (2) In the assessment of the thesis, emphasis shall be placed on the student's writing and spelling skills as well as on the academic content. Writing and spelling skills shall be incorporated into the assessment at a weight of 10%.
- (3) The summary shall be incorporated into the assessment at a weight of 5%.
- (4) The Study Board may grant exemptions from the requirements of 56.2 in the case of students who can document a relevant and specific handicap.
- (5) The Study Board may lay down specific rules governing the proportion of the thesis for which each student shall be responsible.

§ 57 The course in International Politics is assessed on the basis of an individual written examination with internal moderation. The grade awarded is: pass/fail.
The examination corresponds to 7.5 ECTS.

§ 58 The Study Board shall lay down detailed rules governing the examinations' content, length, preparation time, exam aids, etc.

§ 59 In the case of examinations in which the student's grade is not communicated to the student immediately following the examination, the Head of Studies shall stipulate the date on which the grade will be published.

PART VI

Miscellaneous provisions

§ 60 The Study Board may grant exemptions from the supplementary provisions of the curriculum where justified by special circumstances.

- (2) The Study Board may provide special examination facilities for students with physical or psychological handicaps, students with a mother tongue other than Danish, or students with other equivalent difficulties, if the Study Board assesses that this is necessary in order to ensure equal opportunities for such students in the examination situation. The provision of such facilities shall not result in a lowering of the examination standard.

- § 61 The student's registration may be cancelled if the student has failed to participate actively in studies during a period defined by the University. The University shall lay down specific regulations stipulating when registration may be cancelled due to a lack of study activity.
- § 62 Complaints relating to the decisions of the Study Board or the Head of Studies pursuant to this curriculum may be submitted to the Rector. If the complaint relates to legal matters, the Rector's decision may be brought before the Ministry of Science, Technology and Innovation.
- (2) The time limit for the submission of complaints is two weeks from the day on which the decision is communicated.

PART VII

Entry into force, transitional rules, etc.

- § 63 With respect to the bachelor's programme, this curriculum shall come into force on 1 September 2006. With respect to the master's programme in Public Administration, this curriculum shall come into force on 1 September 2006. with respect to the combination Master's programme with Public Administration, the curriculum enters into force shall come into force on 1 September 2008.
- (2) The curriculum of 1 September 2000 for Public Administration and the curriculum of 14 June 2005 for the bachelor module in Public Administration shall be repealed at the same time as the new curriculum enters into force.

§ 63 The curriculum shall also apply to:

- 1) students who commenced a bachelor's programme during the period 1 September 2005 – 31 August 2006, and
- 2) students who commenced a bachelor's programme on or after 1 September 2006, and who, on the basis of credit, have been registered at a programme level corresponding to students who commenced their bachelor's programmes in the period 1 September 2005 – 31 August 2006, cf. article 65 of the General Rules.
- 3) Students who commenced a Master's programme in Public Administration in the period 1 September 2005 – 31 August 2006, and
- 4) Students who commenced the Master's programme in Public Administration prior to 31 August 2005 and who were transferred to the curriculum of 14 June 2005 for Public Administration prior to 31 August 2007.

In the case of these students, the following standard prerequisites laid down in article 10 of the former curriculum of 14. June 2005 for the bachelor module in Public

Administration shall apply: Qualifications corresponding to Basic Studies in political science, sociology and economics, plus advanced courses in economics and political science from the Basic Studies programme in Social Science.

The standard prerequisites stated in § 8 and the prerequisites stated in § 10 of this curriculum shall not apply to these students.

- (2) Notwithstanding the provision in section 22, the following categories of students may be admitted to the Master's programme in Public Administration:
 - 1) Students who have concluded a BSc programme in Economics and Business Administration at Roskilde University which was commenced prior to 1 September 2007, and
 - 2) Students who have concluded a single-subject Bachelor study programme with Business Studies, with Basic Studies in Social Science, which was commenced prior to 1 September 2007.
 - (3) Students who commenced a bachelor's programme before 1 September 2005 shall complete their study programmes in accordance with the curriculum of 1. september 2000 for Public Administration.
The same shall apply to students who commenced a bachelor's programme on or after 1 September 2005, and who, on the basis of credit, have been registered at a programme level corresponding to students who commenced their bachelor's programmes prior to 1 September 2005, cf. article 59 of the General Rules of 2 March 2005 (Interim).
 - (4) Students who commenced a Master's programme in Public Administration prior to 1 September 2005 must complete their study programmes according to the curriculum for Public Administration of 1 September 2000, cf. however (1), no. 4.
 - (5) Students who commenced a combined master's programme with Public Administration. before 1 September 2008 shall complete their study programmes in accordance with the curriculum of 1 September 2000 for Public Administration.
- § 65 Examinations under the curriculum of 1 September 2000 for Public Administration will be held for the final time during the examination period: summer 2010.

Adopted by the Study Board, 28 June 2006

Approved by the Rector and Vice-Rector, 31 August 2006

With amendments adopted by the Study Board on 11 April 2007

Approved by the Rector and Vice-Rector, 29 August 2007

On behalf of the Rector and Pro-Rector

Henning Salling Olesen

Appendix 1

Competence description for a Bachelor study programme with Public Administration

DATE/REFERENCE

12 April 2007

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A Bachelor study programme at Roskilde University consists of a two-year course in Basic Studies followed by two courses of specialised studies, each of six months' duration, or one course of specialised studies of one year's duration. The Basic Studies programme provides a broad introduction to the chosen main subject area and the academic specialisation of the chosen specialised studies. Bachelor graduates from Roskilde University have thereby undertaken a gradual and qualified choice of subject, and are capable of viewing their academic specialisations in a broader context.

The specialised subject Public Administration may form part of a Bachelor programme in Social Science, Humanities or Science, for which reason the competence description exists in three variants:

- A competence description in which Public Administration is chosen in continuation of the Basic Studies programme of the Faculty of Social Science, and which thereby forms part of a Bachelor programme in Social Science (BSc)
- A competence description in which Public Administration is chosen in continuation of the Basic Studies programme of the Faculty of Humanities, and which thereby forms part of a Bachelor programme in Humanities (BA)
- A competence description in which Public Administration is chosen in continuation of the Basic Studies programme of the Faculty of Science, and which thereby forms part of a Bachelor programme in Science (BSc)

The study activities at Roskilde University are evenly divided between project work and courses. In the project work – which is usually undertaken in groups – students work on academically relevant issues in a problem-oriented and independent manner. Holders of Bachelor degrees from Roskilde University are thereby characterised by experience in the practical application of their skills, acquired through tackling concrete issues.

A common characteristic of all holders of Bachelor degrees from Roskilde University is that they have acquired skills enabling them to:

- Undertake analyses through the critically balanced and well-argued application of scientific theory and method
- Describe and formulate issues, and communicate results, in a manner which meets the academic standards and norms
- Take an interdisciplinary approach to issues and indicate solutions, not just on the terms of the individual subject itself, but also by involving relevant theories, methods and areas of knowledge from associated subjects
- Take part in constructive teamwork with other people, including those of a different discipline to their own, and thereby ensure that common resources are applied in the best possible manner
- Organise and manage a project, including prioritising within one's own or externally-imposed frameworks, and organise a common task timetable to ensure that a result can be delivered at a pre-arranged time
- Communicate precisely, both orally and in writing.

When Public Administration forms part of a Bachelor programme in Social Science (BSc), students acquire, via the Basic Studies programme in Social Science, skills which enable them to:

- Analyse the economic, political scientific and social scientific dimensions of social issues on the basis of a fundamental insight into these disciplines
- Analyse the spatial and material organisation of society, both regionally and globally, and its planning-related dimensions
- Apply social scientific theories and methods in a critical manner and an interdisciplinary context
- Identify, formulate and communicate issues in a social scientific context
- Understand and explain the perspective of selected social scientific theories towards knowledge and society

Holders of a Bachelor degree who have taken the international version of the Basic Studies programme moreover acquire skills which enable them to:

- Communicate and work in multi-cultural teams

- Work with academic issues in English, German or French

Through their choice of projects and specialised courses in the Basic Studies programme of the Social Science faculty, the individual students also acquire the specific skills required to complete their Bachelor study programmes in the chosen specialised subjects. It is possible to supplement the Basic Studies programme in Social Science with study elements from Roskilde University's other Basic Studies programmes, and thereby acquire the skills to complete a two-subject Bachelor study programme in which one of the subjects lies outside the main field of Social Science.

When Public Administration forms part of a Bachelor programme in Humanities (BA), students acquire, via the Basic Studies programme in Humanities, skills which enable them to:

- Identify and analyse issues on the basis of a fundamental insight into the theories, methods and concepts of the humanistic disciplines
- Utilise elements of the methods, theories and concepts of the social sciences, to the extent this is necessary in order to work with humanistic issues
- Identify and analyse the historical, cultural, social and material conditions which shape human beings and human life, but also the ways in which such conditions are themselves shaped by human beings and human life
- Identify and analyse questions relating to how people experience, interpret, act and learn in interplay with their specific environments
- Identify and analyse the use of texts, signs and sign systems in human relations
- Identify and analyse questions of a philosophical nature
- Reflect in a theoretical and analytical manner upon humanistic issues and disciplines, and utilise these reflections in academic work
- Identify and analyse cultural and social issues in Danish society and other societies
- Utilise humanistic academic literature written in English, German and/or French

Holders of a Bachelor degree who have taken the international version of the Basic Studies programme moreover acquire skills which enable them to:

- Communicate and work in multi-cultural teams
- Work with academic issues in English, German or French

Through their choice of projects and specialised courses in the Basic Studies programme of the Faculty of Humanities, the individual students also acquire the specific skills required to complete their Bachelor study programmes in the chosen specialised subjects. It is possible to supplement the Basic Studies programme in Humanities with study elements from Roskilde University's other basic studies programmes, and thereby acquire the skills to complete a two-subject Bachelor study programme in which one of the subjects lies outside the main field of Humanities.

When Public Administration forms part of a Bachelor programme in Science (BSc), students acquire, via the Basic Studies programme in Science, skills which enable them to:

- Describe and analyse phenomena and issues in nature and technology
- Apply experimental and empirical working methods in a systematic manner in order to analyse problems
- Utilise mathematical and formal abstract symbolic thinking for purposes of problem-solving and modelling
- Distinguish and perceive links between theoretical and empirical scientific problems
- Reflect upon science as a cultural and social phenomenon

Holders of a Bachelor degree who have taken the international version of the Basic Studies programme moreover acquire skills which enable them to:

- Communicate and work in multi-cultural teams
- Work with academic issues in English, German or French

Through their choice of projects and specialised courses in the Basic Studies programme of the Faculty of Science, the individual students also acquire the specific skills required to complete their Bachelor study programmes in the chosen specialised subjects. It is possible to supplement the Basic Studies programme in Science with study elements from Roskilde University's other basic studies programmes, and thereby acquire the skills to complete a two-subject Bachelor study programme in which one of the subjects lies outside the main field of Science.

Via their overall study programme, including Basic Studies and specialised subjects, all holders of a Bachelor degree with Public Administration acquire specific skills enabling them to:

- Understand Public Administration as a broad field characterised by political, economic and social relations
- Understand and analyse key issues in the area of Public Administration from an interdisciplinary perspective
- Understand the judicial framework for public administration, and undertake case processing in this context
- Understand and analyse organisational relations, policy development, and new forms of management and assessment in the public administration
- Continue their studies via the Master's programme in Public Administration or other related Masters' programmes

If Public Administration forms part of a two-subject Bachelor programme, students also acquire a number of specific skills from the other specialised subject.

When Public Administration forms part of a single-subject Bachelor programme, students moreover acquire specific skills enabling them to:

- Understand the principles behind the national economy, and the various ways in which this can be regulated
- Understand and analyse institutional aspects of public administration, both nationally and internationally
- Continue their studies via the Master's programme in Public Administration or other related Masters' programmes

Adopted by the Study Board, 11 April 2007

Approved by the Rector and Pro-Rector 29 August 2007.

On behalf of the Rector and Pro-Rector

Henning Salling Olesen

Appendix 2

Competence description for Masters' programmes with the subject

To be compiled autumn 2007

Appendix 3

General criteria for the assessment of project work and theses

The formulation of the project goal in the curriculum means that an examination performance which fully satisfies this goal shall be awarded the grade of 12. The specification of the project's goals in the curriculum shall state the academic area in relation to which the project's relevance is to be assessed.

In the assessment of projects and theses, the following criteria for the determination of grades shall be utilised. Taking account of the progression of the study programme, the curriculum shall state which of the criteria are to be included in the overall assessment of the work, and whether special emphasis is to be given to one or more criteria. The curriculum shall furthermore state whether additional criteria are to be taken into account. In the case of each of the individual criteria, an upper level, a medium level and a minimum acceptable level are described. These descriptions of performance level are advisory for the overall assessment, and are not intended to determine the grade for the individual criterion.

1. Knowledge of the academic target area:

- confident knowledge, insight and clarity
- knowledge and insight
- sufficient but limited knowledge

2. Relevance of the problem statement to the academic target area

- confidently formulated, justified and delineated; conscious choices and rejected options
- clearly formulated, justified and delineated
- sufficiently, but uncertainly formulated and justified

3. Relevance of theories and methods to the problem statement

- confidently justified; conscious choices and rejected options
- clearly justified choices
- sufficiently justified

4. Mastery and application of theories and methods

- confident explanation, independent use and critical reflection
- clear explanation and relatively consistent use
- sufficient explanation and use

5. Presentation and treatment of the empirical foundation

- confident reflection on the relevance and reliability of the empirical foundation
- understanding of the relevance and reliability of the empirical foundation

- limited, but sufficient understanding of the relevance and reliability of the empirical foundation

6. Requirements relating to construction and production

- met in a convincing manner
- met in a reasonable manner
- met, but in an uncertain manner

7. Contextualisation of the project work

- confident account of the results of the project work, independent reflection on limitations and potential continuation
- clear account of the results of the project work and an understanding of the limitations
- sufficient account of the results of the project work

8. Structure and presentation

- confident presentation, precise use of concepts, independent and clear organisation
 - clear presentation and organisation
 - sufficient, but uncertain presentation.
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