

**APHM2M**

2015 - 2016

Master [120] in Public Administration (shift schedule)

**At Mons - 120 credits - 2 years - Shift schedule - In french**Dissertation/Graduation Project : **YES** - Internship : **NO**Activities in English: **YES** - Activities in other languages : **NO**Activities on other sites : **NO**Main study domain : **Sciences politiques et sociales**Organized by: **Faculté des sciences économiques, sociales, politiques et de communication (ESPO)**Programme code: **aphm2m** - Francophone Certification Framework: 7**Table of contents**

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## APHM2M - Introduction

### Introduction

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## APHM2M - Teaching profile

### Learning outcomes

Students enrolled on the Master [120] in Public Administration course (non-standard timetable) are working towards becoming expert actors in public life, particularly in the field of public administration, at different levels of authority and in particular at regional and local levels capable of robustly and critically analysing contemporary political phenomena and ongoing political developments, explaining them and acting within and for society, having formed an understanding of and an ethical approach to public service.

Recent changes in the structures and role of the State in society have resulted in the emergence of new challenges and numerous questions concerning the management of public affairs, which public service managers are faced with on a daily basis. It is to tackle these challenges and questions that the Master in Public Administration course prepares students for employment as managers (executive and managerial positions) or as analysts, advisers or representatives with public organisations or bodies working in close collaboration with the public sector (e.g. the political parties, trade unions, professional organisations, etc.) at a European, federal, regional or local level.

Students pursuing this Master's course (non-standard timetable) are involved in an active professional career. Throughout the programme, the students draw on this experience and compare it with the theoretical and methodological knowledge, tools and frameworks and vice versa. The Master's programme thereby enables them to call into question and enhance their professional development, incorporating an academic approach, an analytical outlook and critical detachment.

To meet these challenges, on completion of the Master in Public Administration programme, graduates will have developed politico-institutional expertise and be capable of introducing analytical strategies for a better understanding of public action and their environment and intervening in a rational, effective and fair manner. They will be able to:

- Apply, in a critical manner, their in-depth knowledge of public life, power games between actors and institutions and the legitimacy issues related to the organisation of public authorities, from local to regional, as well as at national and international levels.
- Critically and pertinently use the tools (both theoretical and conceptual) and methods required to analyse complex situations/issues relating to public action, identify constraints on collective decisions and develop practical solutions that will ensure modern and effective management of the public sector.
- Incorporate into their analysis and action the complexity of the multi-level governance process, particularly in the context of European politics.
- Adopt a solicitous perspective of socio-economic development and democratic issues and implement an approach that integrates the interactions among various stakeholders involved in political life.
- Pursue a comparative approach in the analysis of institutional dynamics and the interactions between public and private stakeholders.
- Pursue an approach that takes account of the spatial extent of politics (spacialisation and territorialisation).
- Direct and evaluate, in concrete terms, changes in public organisations at European, federal, regional and local levels.
- Defend positions at different levels of the political arena.
- Identify best practices and draw lessons from experience abroad.

On completion of this Masters course, graduates will also have developed their personal research skills, meaning that they will have independently built up their knowledge of conceptual or theoretical questioning in a field of their choice, particularly with regard to the thesis, while interacting with the reality of their professional practice.

Aware of the responsibility that goes with the role of decision-maker, graduates will have adopted a critical academic attitude, enabling them to make decisions completely independently, with civic and ethical values and public service being core concerns. They will adopt a continuous development approach enabling them, as professionals, to display expertise, multiple skills and the ability to adapt and evolve positively in their socio-professional environment.

**On successful completion of this programme, each student is able to :**

**On completion of this programme, graduates will be able to:**

**like all Master [60] in Political Sciences:**

CG1 graduates: develop an understanding and a political action: develop an understanding and ethics relating to public service.

CG1.1. Identify, analyse and understand the political issues of a given situation.

CG1.2. Adopt a stance in debates and negotiations in defence of the interests of the institutions and organisations they represent.

CG1.3. Incorporate the ethical dimension and the "in the public service and for the common good" dimension into the political debates and actions.

CG2. Position their analyses and/or actions in a multi-level perspective.

CG2.1. Identify the different institutional levels.

CG2.2. Demonstrate in-depth and specialist knowledge (depending on the choice of focus) of the different political and institutional systems and political issues at international, European and Belgian levels.

CG2.3. Compare the different political and institutional systems, both national and international.

CG2.4. Identify the various government and non-government stakeholders (social movements, interest groups, citizens, etc.) and demonstrate an in-depth knowledge of their positions.

CG2.5. Analyse the interactions between the different stakeholders, from the relationships between political parties and states to the role of non-governmental organisations.

CG3. Adopt a robust and interdisciplinary approach to analysing complex political, economic and social situations.

CG3.1. Demonstrate in-depth specialist knowledge (theories, fundamentals, phenomena) of political sciences, according to the focus chosen.

CG3.2. Demonstrate basic knowledge of key aspects of the human and social science disciplines related to political sciences, according to the focus chosen: law, geopolitics, economics, sociology and history.

CG3.3. Pertinently and rigorously apply the data analysis (qualitative and quantitative) and diagnostic tools in social and political sciences to provide a better understanding of the complexity of "political life".

CG3.4. Apply and combine these tools and knowledge to analyse the issues/questions specific to political sciences (according to the focus chosen\*).

CG4. Use their politico-institutional expertise to advise on political action in a specific sector or area (according to the focus chosen).

CG4.1. Demonstrate an understanding and knowledge (for the focus chosen) of the issues unique to the different sectors of political life (environment, family, humanitarian, etc.).

CG4.2. Explain and analyse specific contexts and situations:

- Analyse the different regional geographic areas,
- Evaluate political action by sector or area,
- Use robust analytical and diagnostic tools,
- Apply a robust comparative approach.

CG4.3. Contribute to the analysis and/or design of management strategies for real-life political situations, according to the focus chosen.

CG5. Disseminate pertinent political, economic and social information adapted to the targeted sector of the public and interact constructively with the different stakeholders involved in a given situation.

CG5.1. Communicate pertinently, both verbally and in writing, on complex topics/situations in political sciences:

- Select the relevant information required to analyse and compare political situations.
- Present the information in an accurate, structured, clear, precise and well-argued manner (demonstrating an ability to prepare reports, assessments, critical reviews, notes, etc.).
- Adapt the communication (content and form) to the targeted sector of the public and to the intended purposes according to the communication standards specific to the context (popularising, etc.).

CG5.2. Communicate, interact and negotiate constructively with various representatives, including colleagues, political decision-makers and target audiences.

CG5.3. Liaise and collaborate effectively within a team and network effectively with other agencies involved in a given situation.

CG6. Devise and implement a personal research project (thesis) using a robust and critical scientific and methodological approach in order to conduct a detailed analysis of an issue related to political science (in the chosen field of study).

CG6.1. Define and explain a research subject, making sure that it is placed in the proper context.

CG6.2. Prepare a critical report on the literature relating to this subject, making active, critical and pertinent use of information tools and primary and secondary sources.

CG6.3. Construct and implement a robust and pertinent methodology in response.

CG6.4. Devise and carry out, if appropriate, a quantitative and/or qualitative empirical research project using suitable analytical tools.

CG6.5. Develop an objective analysis and the ability to summarise so as to enable the relevant parameters to be put into perspective and pertinent conclusions to be formed.

CG6.6. Demonstrate, in general terms, an attitude of critical detachment with regard to their own work and the knowledge and skills deployed.

CG7. Act as academics and critical and responsible players committed to continuous development.

CG7.1. Embark on a socio-professional practice using a well-founded academic approach (from a theoretical and methodological perspective) characterised by a reflective and critical attitude.

CG7.2. Work, make decisions and act independently and responsibly with regard to the framework, the work context and other people.

CG7.3. Be aware of their societal and civic responsibilities.

CG7.4. Maintain an attitude of critical detachment (their knowledge, skills, limitations, achievements and actions) and of the continuous learning and development required to evolve positively in their socio-professional environment.

More specifically, as graduates of the Master [120] in Public Administration (non-standard timetable) who have pursued the Professional focus (Regional development and territorial projects):

APH. Develop expertise and a high level of skills in the field of public administration and specifically in the analysis of organisations, public policy and actions, as well as in modern and effective management of the public sector, with a view to participating in public decision-making and be able to take employment with public or parapublic organisations at European, federal, regional and local levels.

APH.1. Demonstrate and use, in a critical manner, in-depth and specialist knowledge related to:

- the development and decision-making process at each stage of the cycle of a public policy and the analysis and direction of public action,
- the functioning and management of public organisations,
- the multi-level dimension of institutional systems,
- the national, regional, European and international political arenas.

APH.2. Demonstrate and use, in a critical manner, in-depth and specialist knowledge of management with a public service ethos.

APH.3. Analyse and manage complex situations/problems related to public action by using different analytical methodologies and tools, by:

- identifying, analysing and taking account of the numerous issues,
- identifying and analysing the stakeholders involved, their positions and their interactions,
- analysing the internal organisation of political institutions,

- critically and pertinently mobilising the tools (theoretical and conceptual) and methods required to analyse and act on the operating methods of the policies implemented, - making an in-depth study of the practical aspects of the implementation of public actions and the theoretical aspects arising from the current changes in this action, particularly in the Europeanisation and partnership process,
- adopting a robust comparative approach in the analysis of institutional dynamics and the interactions between public and private stakeholders,
- integrating multi-level governance processes,
- being mindful of socio-economic development and the spacial extent of the policies,
- mobilising the pertinent theoretical and conceptual tools to analyse European and international problems.

APH.4. Organise and direct political consultation, the monitoring of procedures and processes, as well as the introduction of control or monitoring tools.

APH.5. Analyse and discuss political systems by studying new forms of democracy and public action.

APH.6. Discuss and analyse spacial and territorial dynamics in the creation of a development dynamic.

APH.7. Analyse and evaluate public policies, inter alia the effects of implementing a public policy at local, national, and international levels and the process guaranteeing the legitimacy of the directions taken and of its impact on the real situation.

APH.8. Critically examine a media document, identifying its ideological content and analysing and discussing its intended or possible effects.

APH.9. Work as part of a team within a hierarchy, in a team or a network.

APH.10. Identify, analyse and direct changes in public organisations and create and provide well thought out and pertinent innovation.

APH.11. Adopt an analytical approach to their professional practice:

- Question practical situations based on their professional experiences.
- Combine their learning with a view to on-the-job social and professional action.
- Compare and discuss professional practices and different points of view (in peer groups and with experts).
- Compare theory and practice in order to learn how to critically examine the operation of an organisation and/or a problematic situation, as well as the theory relating to reality on the ground (a "round trip" between theories and practices).
- Adopting an analytical approach, situate and perform their role and scope of action within an organisation, liaising with the various internal and external stakeholders and adapting to the context and operational principles.

APH.12. Develop their communication and relational skills by their command of theoretical reference frameworks, the development of expertise and the implementation of a metacognitive approach to their interpersonal skills, in direct relation to their professional lives.

CG2. Inscire son analyse et/ou action dans une perspective multiniveaux.

CG2.1. Identifier les différents niveaux institutionnels.

CG2.2. Démontrer une maîtrise approfondie et spécialisée (en fonction de l'orientation choisie) des différents systèmes politiques et institutionnels et des enjeux politiques à l'échelle internationale, européenne et belge.

CG2.3. Comparer les différents systèmes politiques et institutionnels, nationaux et internationaux.

CG2.4. Identifier les différents acteurs gouvernementaux et non-gouvernementaux (mouvements sociaux, groupes d'intérêt, citoyens) et démontrer une connaissance approfondie de leurs positionnements.

CG2.5. Analyser les interactions entre les différents acteurs allant des relations entre partis politiques, entre états au rôle des organisations non-gouvernementales.

CG3. Analyser selon une démarche rigoureuse et interdisciplinaire des situations politiques, économiques et sociales dans toute leur complexité.

CG3.1. Démontrer une maîtrise de savoirs spécialisés (théories, fondements, phénomènes) en sciences politiques, pour l'orientation choisie.

CG3.2. Démontrer une maîtrise approfondie des connaissances fondamentales les plus significatives des disciplines des sciences humaines et sociales liées aux sciences politiques, pour l'orientation choisie : connaissances juridiques, historiques, géopolitiques, sociologiques et économiques.

CG3.3. Mobiliser de manière pertinente et rigoureuse les outils d'analyse de données (qualitative et quantitative) et de diagnostic en sciences sociales et politiques afin de mieux décoder la complexité de la « vie politique ».

CG3.4. Mobiliser et articuler ces savoirs et outils pour analyser des problématiques/questions particulières en sciences politiques (pour l'orientation choisie).

CG4. Mobiliser son expertise politico-institutionnelle pour conseiller l'action politique, dans un secteur particulier ou une aire particulière (pour l'orientation choisie).

CG4.1. Appréhender et maîtriser (pour l'orientation choisie) les enjeux propres aux différents secteurs de la vie politique (environnement, famille, humanitaire, etc.).

CG4.2. Préciser et analyser des contextes et situations spécifiques :

- Analyser les différentes aires géographiques régionales,
- Évaluer l'action politique par secteur ou par aire,
- Mobiliser les outils rigoureux d'analyse et de diagnostics,
- Mobiliser une démarche comparative rigoureuse.

CG4.3. Conseiller l'action « politique » au sens large du terme en faisant preuve d'expertise et en mobilisant des compétences en conseils stratégiques (stratégie d'influence et de « lobbying », stratégies et outils de communication politique, de négociation/médiation et de marketing).

CG4.4. Contribuer à l'analyse et/ou la conception de stratégie de gestion de situations politiques concrètes, relatives à l'orientation choisie.

CG5. Diffuser des informations politiques, économiques et sociales pertinentes adaptées au public visé et interagir de manière constructive avec les différents acteurs impliqués dans une situation donnée.

CG5.1. Communiquer, à l'oral et à l'écrit, de manière pertinente sur des situations / sujets complexes en sciences politiques

- Choisir des informations pertinentes permettant l'analyse et la comparaison de situations politiques.
- Présenter l'information de façon correcte, structurée, claire, précise et argumentée (dont une capacité de rapportage pour des rapports, bilan, note, compte-rendu...).
- Adapter sa communication (contenu et forme) au public visé et aux intentions poursuivies selon les standards de communication spécifiques au contexte (vulgariser, etc.).

CG5.2. Dialoguer, interagir et négocier de manière constructive avec des interlocuteurs variés, dont des collaborateurs, des décideurs politiques et des populations cibles.

CG5.3. S'intégrer et collaborer efficacement au sein d'une équipe et avec différents acteurs en réseaux impliqués dans une situation donnée.

CG6. Concevoir et réaliser un travail de recherche personnel (mémoire), mettant en Œuvre une démarche scientifique et méthodologique rigoureuse et critique, pour approfondir une problématique en sciences politiques (dans son domaine d'orientation).

CG6.1. Définir et préciser une problématique de recherche en veillant à sa contextualisation.

CG6.2. Réaliser la synthèse critique de la littérature sur cette problématique en faisant un usage actif, critique et pertinent des outils d'information, des sources primaires et secondaires.

CG6.3. Construire et mettre en Œuvre un dispositif méthodologique rigoureux et pertinent en vue d'y répondre.

CG6.4. Concevoir et réaliser, le cas échéant, une recherche empirique quantitative et/ou qualitative, en mobilisant les outils d'analyse adéquats.

CG6.5. Développer une analyse objective et un esprit de synthèse permettant la mise en perspective des paramètres en jeu et la formulation de conclusions pertinentes.

CG6.6. Faire preuve, de manière générale, d'un recul critique tant sur son propre travail que sur les connaissances qui y sont mobilisées.

CG7. Agir en tant qu'universitaire, en acteur critique et responsable et en ayant intégré une logique de développement continu.

CG7.1. Se projeter dans une pratique socio-professionnelle selon une approche universitaire fondée (d'un point de vue théorique et méthodologique) et caractérisée par une démarche réfléchie et critique.

CG7.2. S'engager, décider et agir de manière autonome et responsable dans le respect du cadre, du contexte de travail et d'autrui.

CG7.3. Adopter une posture d'acteur conscient de sa responsabilité sociétale et citoyenne.

CG7.4. Intégrer une logique de recul critique sur soi-même (ses acquis, ses compétences, ses limites, ses productions et ses actions), une logique d'apprentissage et de développement continu indispensables pour évoluer positivement dans son environnement socio-professionnel.

**Plus spécifiquement, en tant que diplômé du Master [120] en administration publique (horaire décalé) ayant suivi la finalité spécialisée « développement régional et projets territoriaux » :**

APH. Développer une expertise et un niveau élevé de compétences dans le domaine de l'administration publique et spécifiquement dans l'analyse de politiques et d'actions publiques, d'organisations et la gestion moderne et efficace du secteur public ; en vue de prendre part à la décision publique et d'assurer une fonction de manager auprès d'organisations publiques ou parapubliques au niveau européen, fédéral, régional ou local.

APH.1. Maîtriser et mobiliser de manière critique des connaissances approfondies et spécialisées relatives :

- au processus d'élaboration et de décision à chaque étape du cycle d'une politique publique et à l'analyse et au pilotage de l'action publique,
- au fonctionnement et à la gestion des organisations publiques,
- à la dimension multiniveau des systèmes institutionnels,
- au champ politique national ainsi que régional, européen et international.

APH.2. Maîtriser et mobiliser de manière critique des connaissances approfondies en management, dans un esprit de service public.

APH.3. Analyser et gérer des situations/problématiques complexes relatives à l'action publique en mobilisant de manière critique différents méthodologies et outils rigoureux d'analyse :

- en identifiant, analysant et tenant compte des multiples enjeux,
- en identifiant et analysant les acteurs impliqués, leur positionnement et leurs interactions,
- en analysant l'organisation interne des institutions politiques,
- en mobilisant de manière critique et pertinente les outils (théoriques et conceptuels) et méthodes qui permettent d'analyser et d'agir sur les modes de fonctionnement des politiques mises en Œuvre,
- en approfondissant les aspects pratiques de la mise en Œuvre d'actions publiques et les aspects théoriques dus aux transformations actuelles de cette action notamment au processus d'europeanisation ou de partenariat,

- en mobilisant une approche comparative rigoureuse dans l'analyse des dynamiques institutionnelles et des interactions entre acteurs publics et privés,
- en intégrant les processus de gouvernance multi-niveaux,
- en étant soucieux du développement socio-économique et de la portée spatiale des politiques,
- en mobilisant des outils théoriques et conceptuels pertinents pour analyser des problématiques européennes ou internationales.

APH.4. Organiser et piloter la consultation politique, le suivi de procédures et de procédés ainsi que la mise en place d'outils de contrôle ou de monitoring.

APH.5. Analyser et discuter de systèmes politiques en étudiant les nouvelles formes de démocratie et d'action publique.

APH.6. Discuter et analyser les dynamiques spatiales et territoriales, dans la construction d'une dynamique de développement.

APH.7. Analyser et évaluer des politiques publiques, entre autres, les effets de la mise en Œuvre d'une politique publique locale, nationale et internationale et le processus qui assurent la légitimité des orientations prises et de la façon d'agir sur la réalité.

APH.8. Porter un regard critique sur un document médiatique en identifiant son contenu idéologique et en l'analysant et en discutant de ses effets visés/possibles.

APH.9. Travailler en équipe dans une ligne hiérarchique, en équipe ou en réseau.

APH.10. Percevoir, analyser et piloter le changement, et participer et apporter l'innovation réfléchie et pertinente, dans les organisations publiques.

APH.11. Développer un regard réflexif sur sa propre pratique professionnelle :

- Questionner des situations concrètes ancrées dans ses expériences professionnelles.
- Mettre en lien ces apprentissages dans une visée d'action sur le terrain socio-professionnel.
- Confronter et discuter de pratiques professionnelles et de points de vue différents (entre pairs, avec des spécialistes).
- Confronter théorie et pratique afin de porter un regard critique d'une part, sur le fonctionnement d'une organisation et/ou une situation problématique et d'autre part, sur la théorie en regard de la réalité de terrain (« aller-retour » entre théories et pratiques).
- Positionner et exercer son rôle et son champ d'action, en adoptant une posture réflexive, au sein d'une organisation, en interface avec les différentes parties prenantes internes et externes et en s'adaptant au contexte et aux logiques de fonctionnement.

APH.12. Développer ses compétences communicationnelles et relationnelles par la maîtrise de cadres de référence théoriques, le développement de savoir-faire et la mise en pratique d'une métaréflexion sur son savoir-être, en lien direct avec sa vie professionnelle.

## Programme structure

The 120 Master's degree in Business Administration includes the following three elements:

- A professional focus worth 30 credits, with in-depth study of the management of public organizations and public policy
- Core subjects including the dissertation (15 credits)
- A seminar helping students writing their final master's thesis (5 credits)

*For a programme-type, and regardless of the focus, options/or elective courses selected, this master will carry a minimum of 120 credits divided over two annual units, corresponding to 60 credits each.*

[> Tronc commun](#) [ en-prog-2015-aphm2m-maphm600t.html ]

[> Professional focus](#) [ en-prog-2015-aphm2m-maphm280s ]

## APHM2M Detailed programme

## Programme by subject

## CORE COURSES

○ Mandatory

△ Courses not taught during 2015-2016

⊕ Periodic courses taught during 2015-2016

⊗ Optional

⊖ Periodic courses not taught during 2015-2016

■ Activity with requisites

Click on the course title to see detailed informations (objectives, methods, evaluation...)

						Year	
						1	2
○ MAPHD2205	Politiques régionales	Laurence Moyart	30h+0h	5 Credits	2q	x	
○ MDRHD1305	Droit public et européen de l'économie	Pierre-Olivier de Broux, Christophe Thiebaut	30h+0h	5 Credits	2q	x	
○ MGEHD2133	Compétences managériales	François Lambotte, Laurent Lievens, Laurent Lievens (compensates François Lambotte)	15h+15h	5 Credits	2q	x	
○ MSPHD2135	Organisations internationales	Jean le Hardy de Beaulieu	30h+0h	5 Credits	2q	x	
○ MSPHD2136	Régimes politiques comparés	Nadim Farhat	30h+0h	5 Credits	2q	x	
○ MSPHD2137	Sociologie politique	Nadim Farhat	30h+0h	5 Credits	1q	x	
○ MSPHD2138	Système politique de la Belgique	Caroline Van Wynsberghe	30h+0h	5 Credits	1q	x	
○ MSPHD2139	Théorie des relations internationales	Tanguy Struye de Swielande	30h+0h	5 Credits	1q	x	
○ MSPHD2141	Médias et politique	Frédéric Moens	30h+0h	5 Credits	1q	x	
○ MSPHD2143	Théorisation en sciences politiques	Sarah Croché	30h+0h	5 Credits	1q	x	
○ MGEHD2113	Management humain	Christophe Creviaux	30h+0h	5 Credits	1q	x	
○ MAPHD2202	Analyse et évaluation des politiques publiques	Sébastien Pradella	45h+0h	15 Credits	1q		x
○ MSPHD2205	Démocratie et action publique	Jérémy Dagnies (compensates Nathalie Schiffino-Leclercq), Céline Mahieu, Nathalie Schiffino- Leclercq	45h	15 Credits	2q		x
○ MSPHD2144	Séminaire de méthodologie et principes de rédaction scientifique	Sarah Croché	15h	5 Credits	2q	x	

## PROFESSIONAL FOCUS

○ Mandatory

△ Courses not taught during 2015-2016

⊕ Periodic courses taught during 2015-2016

⊗ Optional

⊖ Periodic courses not taught during 2015-2016

■ Activity with requisites

Click on the course title to see detailed informations (objectives, methods, evaluation...)

						Year	
						1	2
○ MAPHD2207	Recrutement et marchés publics	Jean Bourtembourg, Christian de Visscher	30h+0h	5 Credits	1q		x
○ MAPHD2208	Projets européens ■	Eric Delecasse, Fabienne Leloup	30h+15h	5 Credits	1q		x
○ MAPHD2204	Final Master's Thesis ■	N.		20 Credits			x



## Course prerequisites

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A document entitled [en-prerequis-2015-aphm2m.pdf](#) specifies the activities (course units - CU) with one or more pre-requisite(s) within the study programme, that is the CU whose learning outcomes must have been certified and for which the credits must have been granted by the jury before the student is authorised to sign up for that activity.

These activities are identified in the study programme: their title is followed by a yellow square.

As the prerequisites are a requirement of enrolment, there are none within a year of a course.

The prerequisites are defined for the CUs for different years and therefore influence the order in which the student can enrol in the programme's CUs.

In addition, when the panel validates a student's individual programme at the beginning of the year, it ensures the consistency of the individual programme:

- It can change a prerequisite into a corequisite within a single year (to allow studies to be continued with an adequate annual load);
- It can require the student to combine enrolment in two separate CUs it considers necessary for educational purposes.

For more information, please consult [regulation of studies and exams](#).

## The programme's courses and learning outcomes

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For each UCL training programme, a [reference framework of learning outcomes](#) specifies the competences expected of every graduate on completion of the programme. You can see the contribution of each teaching unit to the programme's reference framework of learning outcomes in the document "In which teaching units are the competences and learning outcomes in the programme's reference framework developed and mastered by the student?"

The document is available by clicking [this link](#) after being authenticated with UCL account.

## APHM2M - Information

### Admission

*General and specific admission requirements for this program must be satisfied at the time of enrolling at the university..*

- [University Bachelors](#)
- [Non university Bachelors](#)
- [Holders of a 2nd cycle University degree](#)
- [Holders of a non-University 2nd cycle degree](#)
- [Adults taking up their university training](#)
- [Personalized access](#)

#### University Bachelors

Diploma	Special Requirements	Access	Remarks
<b>UCL Bachelors</b>			
		Direct access	
		On the file: direct access or access with additional training	
		On the file: direct access or access with additional training	
<a href="#">Bachelier en information et communication</a> <a href="#">Bachelier ingénieur de gestion</a>		On the file: direct access or access with additional training	
<b>Others Bachelors of the French speaking Community of Belgium</b>			
Tous les bacheliers de la CfB		On the file: direct access or access with additional training	
<b>Bachelors of the Dutch speaking Community of Belgium</b>			
		On the file: direct access or access with additional training	
<b>Foreign Bachelors</b>			
		On the file: direct access or access with additional training	

#### — Non university Bachelors

Diploma	Access	Remarks
> Find out more about <a href="#">links</a> to the university		
> BA - assistant(e) social(e) > BA - conseiller(ère) social(e) > BA en communication > BA en droit > BA en sciences administratives et gestion publique	Accès au master moyennant ajout de maximum 60 crédits d'enseignements supplémentaires obligatoires au programme. Voir 'Module complémentaire'	Type court
> BA en communication appliquée - type long > BA en gestion publique - type long > BA en traduction et interprétation - type long	Accès au master moyennant ajout de maximum 60 crédits d'enseignements supplémentaires obligatoires au programme. Voir 'Module complémentaire'	Type long

#### — Holders of a 2nd cycle University degree

Diploma	Special Requirements	Access	Remarks
<b>"Licenciés"</b>			
		On the file: direct access or access with additional training	
<b>Masters</b>			
Tous les masters		On the file: direct access or access with additional training	

### — Holders of a non-University 2nd cycle degree

Diploma	Access	Remarks
> Find out more about <a href="#">links</a> to the university		
<ul style="list-style-type: none"> <li>&gt; MA en communication appliquée spécialisée, animation socioculturelle et éducation permanente</li> <li>&gt; MA en communication appliquée spécialisée, publicité et communication commerciale</li> <li>&gt; MA en communication appliquée spécialisée, relations publiques</li> <li>&gt; MA en communication appliquée, animation socioculturelle et éducation permanente</li> <li>&gt; MA en communication appliquée, publicité et communication commerciale</li> <li>&gt; MA en communication appliquée, relations publiques</li> <li>&gt; MA en gestion publique</li> <li>&gt; MA en interprétation</li> <li>&gt; MA en presse et information</li> <li>&gt; MA en presse et informations spécialisées</li> <li>&gt; MA en sciences administratives</li> <li>&gt; MA en traduction</li> </ul>	Accès direct au master moyennant ajout éventuel de 15 crédits max	Type long

### — Adults taking up their university training

> See the website [www.uclouvain.be/en-vae](http://www.uclouvain.be/en-vae)

Tous les masters peuvent être accessibles selon la procédure de valorisation des acquis de l'expérience. Accès selon la procédure de validation des acquis de l'expérience

Consultez le site [www.uclouvain.be/vae](http://www.uclouvain.be/vae)

### — Personalized access

Reminder : all Masters (apart from Advanced Masters) are also accessible on file.

### — Admission and Enrolment Procedures for general registration

## Supplementary classes

To enrol for this Masters, the student must have a good command of certain subjects. If this is not the case, they must add preparatory modules to their Master's programme.

○ Mandatory

△ Courses not taught during 2015-2016

⊕ Periodic courses taught during 2015-2016

⊗ Optional

⊖ Periodic courses not taught during 2015-2016

■ Activity with requisites

Click on the course title to see detailed informations (objectives, methods, evaluation...)

○ MAPHD1301	<a href="#">Administration publique</a>	<a href="#">Jérémy Dagnies</a>	30h+0h	6 Credits	1q
○ MDRHD1302	<a href="#">Droit administratif</a>	<a href="#">Jean Bourtembourg</a>	30h+0h	5 Credits	2q
○ MDRHD1304	<a href="#">Fondements du droit public</a>	<a href="#">Jean le Hardy de Beaulieu</a>	30h+0h	6 Credits	1q
○ MMTHD1321	<a href="#">Méthodes de recherche en sciences sociales</a>	<a href="#">Frédéric Moens</a>	45h+0h	7 Credits	1q
○ MMTHD1323	<a href="#">Projet et accompagnement pédagogiques</a>	<a href="#">André Boussard</a>	7.5h+7.5h	5 Credits	1q
○ MSHHD1328	<a href="#">Sociologie</a>	<a href="#">Jean-Emile Charlier</a>	30h+0h	5 Credits	1q
○ MSHHD1329	<a href="#">Sociologie des organisations</a>	<a href="#">Philippe Scieur</a>	30h+0h	5 Credits	2q
○ MSPHD1332	<a href="#">Sciences politiques</a>	<a href="#">Pierre Vercauteren</a>	30h+0h	6 Credits	1q
○ MSPHD2133	<a href="#">Géographie politique</a>	<a href="#">Fabienne Leloup</a>	30h+0h	5 Credits	2q

## Teaching method

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This programme, specifically designed for working people, combines theoretical lectures and case studies to give a concrete understanding of problems related to public administration.

The programme attracts students from a wide variety of professional and educational backgrounds. Differences of practice and varying points of view between students and instructors and among the students themselves enhance the students' perspective in regard to the different fields related to the programme.

By means of a variety of individual and group projects, the students are invited to adopt an analytical approach to their professional practice.

## Evaluation

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The evaluation methods comply with the [regulations concerning studies and exams](#). More detailed explanation of the modalities specific to each learning unit are available on their description sheets under the heading "Learning outcomes evaluation method".

There is a variety of evaluation methods: producing individual and/or group work, written or oral examinations and completing a thesis. To obtain a grade average, the scores obtained for the different activities are weighted by their respective credits.

## Mobility and/or Internationalisation outlook

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## Possible trainings at the end of the programme

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## Contacts

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### Curriculum Managment

Entite de la structure CCBM

Sigle	<b>CCBM</b>
Dénomination	Com. conjointe des progr. de bachelier en sc.politiques, en sc. humaines et sociales, en information et communication (UCL-Mons)
Adresse	Chaussée de Binche 151 bte M1.01.01 7000 Mons Tél 065 323362 - Fax 065 323500
Secteur	Secteur des sciences humaines ( <b>SSH</b> )
Faculté	Faculté des sciences économiques, sociales, politiques et de communication ( <b>ESPO</b> )
Commission de programme	Com. conjointe des progr. de bachelier en sc.politiques, en sc. humaines et sociales, en information et communication (UCL-Mons) ( <b>CCBM</b> )

**Academic Supervisor :** [Pierre Vercauteren](#)

Président de jury : [Jean-Emile Charlier](#)

### Usefull Contacts

Gestionnaire de programme : [Aurélie Lejeune](#)

Conseillère aux études HD Mons : [Corinne Ranocha](#)

