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அரசாங்க நிர்வாக மற்றும் உள்நாட்டலுவல்கள் அமைச்சு  
Ministry of Public Administration and Home Affairs

නිදහස් වතුරය, කොළඹ 07 சுதந்திர சதுக்கம், கொழும்பு 07. Independence Square, Colombo 07.

දුරකථන தொலைபேசி (94) 011-2696211-13 Tel.	ෆැක්ස් பெக்ஸ் : (94) 011-2695279 Fax	ඊ-මේල් இ-தபால் : secretary@pubad.gov.lk E - mail	වෙබ් අඩවිය இணையத்தளம் : www.pubad.gov.lk Website
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எனது இல : } HR/LTR/L/COL/01  
My No

ඔබේ අංකය  
உமது இல : }  
Your No

දිනය  
திகதி : } 10.06.2013  
Date

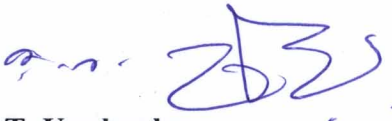
**All District Secretaries**

**Executive Diploma in Public Management and Governance (EDPM&G)**  
**Postgraduate Diploma in Public Administration/ Public Management (PgDPA/ PM)**  
**Master in Public Administration/ Public Management (MPA/ MPM) - Online m-Learning Mode**

The Faculty of Graduate Studies of the University of Colombo will commence the Programs of Executive Diploma in Public Management and Governance (EDPM&G), Postgraduate Diploma in Public Administration/ Public Management (PgDPA/ PM), Master in Public Administration/ Public Management (MPA/ MPM) studies in late June 2013. These courses of studies are designed as online m- Learning programs.

It would be appreciated if this information could be disseminated among interested officers in your District. They may also be informed to visit the faculty website of [www.fgs.cmb.ac.lk](http://www.fgs.cmb.ac.lk) where all necessary information is available and applications could be downloaded. The details are given in the brochures can be downloaded from the website of [www.pubad.gov.lk](http://www.pubad.gov.lk)

Your Cooperation in this regard is highly appreciated.

  
**T.T. Upulmalee**  
Senior Assistant Secretary (Human Resources)  
For Secretary

June 03, 2013

Attention Director Training

Dear Sir,

Executive Diploma in Public Management and Governance (EDPM&G)  
Postgraduate Diploma in Public Administration/Public Management (PgDPA/PM)  
Master in Public Administration/Public Management (MPA/MPM)  
Online m-Learning Mode

The Faculty of Graduate Studies of the University of Colombo is to commence the above programs of studies in late June 2013.

In view of the engagement of estate employees in numerous development projects in the public sector at present the University is of the view that the above programs would be very much appropriate for them to enhance their skills in administration and management. Officers can apply for the above programs depending on their qualifications. Executive Diploma is meant for those who have not obtained a first degree which will enable them to pursue postgraduate studies after completion of one year Executive Diploma. For those with a degree or one year diploma on any field or 8 years executive experience, they can follow Postgraduate Diploma while those with a postgraduate diploma or degree with a class can do Masters directly. Details are given in the brochures enclosed.

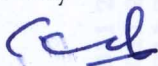
These courses of studies are designed as online m-Learning programs so that the prospective candidates can follow them from their own work place or residence. The program encourages them to explore theory and practice in order to create career opportunities as executives in the state sector, managers in the private sector and leaders in the civil society and NGO sector and leaders in the political sphere at local, provincial and national levels. The study programs would facilitate a large number of public / private sector middle level employees compared to the presently limited number benefiting from institutionalized urban academic centers. The program is for those who cannot afford the time and or funds to earn a degree / postgraduate diploma / Master, who can complete the program from home/ office located in a far away place in the country, while also meeting their work and personal responsibilities. They will also be able to put new found knowledge and expertise to practice immediately in their own working environment.

Your kind assistance is solicited to take the above message to your officers. They may also be informed to visit the Faculty website where all necessary information is available and applications could be down loaded or to contact Dr. M. Sumanadasa, Course Coordinator on 0773333207. Perfected applications can be sent along with the bank receipt after depositing the application fee to the Faculty Account no 086-I00-I911-89668 at any Branch of the Peoples' Bank

Your cooperation in this endeavor of national importance is very much appreciated.

With kind regards

Yours truly



Professor Sunil Chandrasiri  
Dean of the Faculty of Graduate Studies



# **UNIVERSITY OF COLOMBO**

## **FACULTY OF GRADUATE STUDIES**

**MASTER**

**OF**

**PUBLIC ADMINISTRATION  
/ PUBLIC MANAGEMENT**

**One Year - m-Learning**

**Weekdays/Weekend classes**

**(2013/2014)**

## Introduction

The University of Colombo, as part of an ongoing process of conducting courses to meet the demands of the changing times, announces the commencing of its Master programmes in Public Administration (MPA)/ Public Management (MPM).

The programme of study is designed on the one hand for the public sector employees, key players in the process of socio-economic development of a country and on the other hand for the Private Sector employees and those who aspire entering into or to engage in activities relating to public administration and public management including young graduates. MPA and MPM have been designed to enhance skills and capacities needed for the daunting task of managing public investments and personnel. These courses of studies are designed as Online m-Learning Programs so that candidates, who aspire to advance their career relating to local, provincial and national levels of public administration / management, can follow them from their home or office located in any part of the country. The program encourages them to explore theory and practice in both policy analysis and public management that need a mix of skills in order to create career opportunities as managers, analysts and consultants.

The proposed programs of study would not only facilitate candidates to gain advanced knowledge but also help them to put new found knowledge and expertise to practice immediately in their own working environment. The contribution of such candidates to enhance the level of efficiency of the public and private sector delivery and execution of infrastructure and human capital development projects would be the expected outcome of the program.

The study programs provide a broad-based education that will equip the candidates with the necessary new knowledge and key transferable skills to begin or enhance their career in public administration / public management related activities and business opportunities. The course is underpinned by a variety of teaching and learning methods. The objective is to develop and foster self-reliance in analysis and problem solving and to provide with candidates the confidence to seek practical solutions to problems.

## Objectives

The objectives of the programme are as follows:

- To provide the opportunity for public / private sector candidates with or without work experience, to pursue a course of study in public administration / public management to help them find career opportunities and/or perform better.
- To impart to them an awareness of the most up-to-date theoretical and practical knowledge in public administration / public management and to develop their faculties to use such knowledge in practical problem-oriented situations.
- To inculcate in candidates the skills and the professional competence that will enable them to effectively play managerial roles in challenging situations.
- To improve the capabilities of candidates in order to create career opportunities as managers, analysts and consultants.

## Admission Requirements

The minimum entry requirements for the MPA/MPM shall be as follows :

1. A Postgraduate Diploma in the relevant field
2. A first or second class in the first Degree in a related field of the masters programme.
3. Master Degree in any other related field
4. Postgraduate Diploma in any other related field with at least 2 years related experience
5. Professional qualification from a recognized body acceptable to the Faculty Board of the Faculty of Graduate Studies

Selection of candidates will be made on the basis of their performance at an interview. Depending on the number of applicants, the University reserves the right to conduct an admission test before candidates are called for the interview.

## Medium and Methods of Instruction

English will be the medium of instruction. The teaching method will be m-Learning on line with the application of hybrid mode for review workshops. Candidates can follow the courses of study from their place of work or residences and they are not required to come to the University. Candidates will be required to sit the written examination and write a dissertation. This programme intends to provide knowledge in a theoretical sense as well as at a practical level.

## Structure of the programme

The MPA and MPM will be by coursework and seminars. The course will be conducted over one academic year divided into two terms of fifteen weeks each. Evaluation will be made on the basis of candidate's performance at coursework and end-of-course examinations. These two components will be separately evaluated and scores for each will be added together with equal weight for the two components in order to arrive at the total score for a given course. There will be eight units of courses and a dissertation as indicated below:

### MPA-Semester I

M.PA 6101-Economic Development and Planning  
M.PA 6102-Public Administration and Governance  
M.PA 6103-Advanced Public Policy Management  
M.PA 6104-Public Sector Economics and Finance

### MPA-Semester II

Two Elective subjects to be selected from the following.  
MPA 6105-Public Procurement Management  
MPA 6106-Advance Project Management  
MPA 6107-Community and Economic development  
MPA 6108-International Business Environment

### MPA 6109-Dissertation 10,000 words

### MPM Semester-I

MPM 6110-Economic Development and Management  
MPM 6111-Strategic Public Management  
MPM 6112-Public Sector Financial Management  
MPM 6113-Advanced Public HR Management

### MPM Semester-II

Two Elective subjects to be selected from the following  
MPM 6114-Operations and Marketing Management  
MPM 6115-Labour Law and Commercial Law  
MPM 6116-Quantitative Analysis for Business  
MPM 6117-International Marketing Strategies

### MPM 6118-Dissertation 10,000 words

## How to apply

Application forms and other information can be obtained from the **Deputy Registrar**, Faculty of Graduate Studies, University of Colombo, Colombo 3.

## Information

Tel. No **(+94) 011 2502127**  
**(+94) 011 2158084**  
**(+94) 011 2158086**  
Fax **(+94) 011 2591395**

E-mail office@fgs.cmb.ac.lk  
Website fgs.cmb.ac.lk

## Course Facilitators

Prof. Sunil Chandrasiri  
Prof. H.D. Karunaratne,  
Prof. Sirimal Abeyratne  
Prof. Amala de Silva  
Prof. Indralal de Silva  
Mr. N.Selvakkumaran  
Mr. V.T.Thamilmaran  
Mr. S.Ranugge  
Mr. S.Vidanagama  
Dr. Kumudini Dissanayaka  
Dr. M.P.P.Dharmadasa  
Dr. Sepalika Sudasinghe  
Dr. A.A.C Abeysinghe  
Dr. Saman Dassanayaka  
Dr. K.L. Chandrathilake  
Dr. M. Ganeshamoorthy  
Dr. K. Kajendra,  
Dr. N. Ravithirakumaran  
Mr. A. Sarveswaran  
Mr. Janaka Jayalath  
Mr. Rohana Piyadasa  
Dr. M. Sumanadasa

## Fees :

### Local Students

Application fee	Rs.	2,000/-
Registration fee	Rs.	5,000/-
Course fee	Rs.	80,000/-
Library fee	Rs.	1,500/-
Examination fee	Rs.	2,000/-
<i>(per paper * 8 papers)</i>		
Refundable Library Deposit	Rs.	2,500/-
<i>(per card)</i>		

### Foreign Students

Application fee	Rs.	2,000/-
Registration fee	Rs.	5,000/-
Library fee	Rs.	1,500/-
Examination fee	Rs.	2,000/-
<i>(per paper * 8 papers)</i>		
Refundable Library Deposit	Rs.	2,500/-
<i>(per card)</i>		
Course fee - SAARC Countries	US \$.	2857/-
non SAARC Countries	US \$.	5714/-
<b>(should be Paid in foreign Currency)</b>		

## Faculty

### Dean / Faculty of Graduate Studies

Prof. Sunil Chandrasiri, Ph.D.

### Course Coordinator

Dr. M. Sumanadasa, Ph.D



**UNIVERSITY OF COLOMBO**

**FACULTY OF GRADUATE  
STUDIES**

**EXECUTIVE DIPLOMA  
IN  
PUBLIC MANAGEMENT AND  
GOVERNANCE**

**Weekdays Evening Classes**

**2013**

duction

Faculty of Graduate Studies of the University of Colombo, as part of an ongoing process of conducting courses to meet the demands of the changing times, is commencing its Executive Diploma in Public Management and Governance from June 2013.

The primary objective of this program is to provide the theoretical knowledge and skills for those who are engaged in the field of public administration, public management and governance, viz, in law making bodies at local, provincial and national level, state sector establishments, private sector business and community organizations including NGOs to place themselves competitively in more demanding senior managerial/ leadership positions. The EDPM&G will bridge the gap in the academic knowledge of those candidates that exist between their upper secondary education and the first degree that would facilitate pursuing postgraduate studies. The EDPM&G is an invaluable qualification as it fulfils the present expectations of candidates' employers in the public and private sectors, civil society and political organizations including NGOs as well as demand qualifications and training beyond secondary level education.

#### Expected Learning Outcome

On completion of the programme the candidates are expected to be able to:

1. Use sufficient theoretical knowledge, recognize and evaluate theoretical perspectives on the public administration and public management service delivery,

2. To understand and handle problems relating to public administration and public management, following a more practical approach.

3. Apply skills in developing interventions that use management and economic techniques to examine the contemporary issues and developments in public service delivery in order to resolve practical issues in managing state affairs.

#### Objectives

The objectives of the course of study will be:

- To provide the opportunity for non-degree-holders with some work experience, to pursue a diploma course of study to enable them to pursue post-graduate studies and thereby perform better.
- To impart an awareness of the most up-to-date basic theoretical and practical knowledge and to develop their faculties to use such knowledge in practical problem-oriented situations amenable for problem solving and help them to go up the ladder.
- To inculcate in them the skills and the professional competence that will enable them to effectively get promotions to higher positions.
- To improve their capabilities in order to create career opportunities as future managers, political leaders, private sector corporate managers etc.

#### Admission Requirements

The minimum entry requirements for the Pg. EM shall be as follows :

- (a) A Degree/ Diploma from a recognized university or a professional qualification , Or
- (b) Three passes in the G.C.E. (A/L) Examination and three years' related managerial/ supervisory level experience; Or
- (c) Elected members of the Legislature, Provincial Councils and Local Authorities with 6 passes at GCE OL; Or
- (d) Seven years related experience with six passé at GCE OL recommended by a professional in the field. and
- (f) A working knowledge of English

Selection of candidates will be made on the basis of their performance at a written test and or an interview.

#### Medium and Methods of Instruction

English will be the medium of instruction. The teaching method will be through m-Learning online mode, seminars and review workshops. Candidates will be required to sit the end-of-year examination and write a project report.

#### Structure of the Program

The EDPA&PM will be by coursework. The course will be conducted over one academic year divided into two terms of twenty weeks each. The students will start working on their project report from the commencement of the program and hand over it with the conclusion of the final exam. Evaluation of performance of candidates will be made on the basis of performance at coursework and end-of-course examinations.

#### Executive Diploma in Public Management & Governance.

##### *Semester-I Core Course Modules*

EDPA&PM I01- Fundamentals of Management and Good Governance  
EDPA&PM I02- Sri Lanka's Constitution and the Administrative System  
EDPA&PM I03- Organization Theory and understanding the Culture  
EDPA&PM I04- Planning, Development and Sri Lanka Economy

##### *Semester-II*

##### *Core Course Modules*

EDPA&PM I05- Social Research and Applied Statistics  
EDPA&PM I06- Administrative Law  
Electives  
EDPA&PM I07 – Presentation and Public Speaking Skills  
EDPA&PM I08- Social Welfare Administration  
EDPA&PM I09- Financial Management in Government and Non-Government Organizations

##### PROJECT REPORT

EDPA&PM I10 – Project Report

Each candidate will be working under the supervision of a Faculty member. Students shall write a report on a related area using the experience and training obtained during the year.

#### Evaluation Criteria

Each Course Unit will be 45 hours which carries 3 credits. Candidates will have to earn 30 credits to be qualified to obtain the certificate.

## How to apply

Application forms and other information can be obtained from the Deputy Registrar, Faculty of Graduate Studies, University of Colombo, Colombo 3.

## Information

Tel. No: (+94)011 2502127  
(+94)011 2581835 Ext. 174, 177  
Fax: (+94)011 2591395

E-mail: office@fgs.cmb.ac.lk  
Website: www.cmb.ac.lk/academic/gradustd

## Course Facilitators

Prof. Sunil Chandrasiri  
Prof. Indralal de Silva  
Prof. H.D. Karunaratne  
Prof. Amala de Silva  
Prof. S.A..Norbert  
Mr. Sarath Vidanagama  
Dr. P.D.D.Dharmadasa  
Dr. Saman Dassanayake  
Dr. A.Azeez  
Dr. A.A.C Abeyasinghe  
Mr. S.Ranugge  
Dr.Priyanga Dunusinghe  
Dr.Indunil Dayaratne  
Dr. Sepalika Sudasinghe  
Dr. K.L. Chandrathilake  
Dr. Tikiri Herath  
Dr. M. Ganeshamoorthy  
Dr. K. Kajendra,  
Dr. N. Ravithirakumaran  
Mr. A. Saraweswaran  
Dr. M. Sumanadasa

## Fees :

### *Local Students*

Application fee	Rs.	2,000/-
Registration fee	Rs.	5,000/-
Course fee	Rs.	60,000/-
Library fee	Rs.	1,500/-
Examination fee	Rs.	2,000/-
<i>(per paper * 8 papers)</i>		
Refundable Library Deposit	Rs.	2,500/-
<i>(per card)</i>		

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Application fee	Rs.	2,000/-
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## Faculty

Dean / Faculty of Graduate Studies  
Prof. Sunil Chandrasiri, Ph.D.

Course Coordinator  
Dr. M. Sumanadasa, Ph.D



### How to apply

Application forms and other information can be obtained from the **Deputy Registrar**, Faculty of Graduate Studies, University of Colombo, Colombo 3.

### Information

Tel. No **(+94)011 2502127**  
**(+94)011 2158084**  
**(+94)011 2158086**  
Fax **(+94)011 2591395**

E-mail :- office@fgs.cmb.ac.lk  
Website :- fgs.cmb.ac.lk

### Course Facilitators

Rev. Dr. Wimalarathana Thera  
Prof. H.D. Karunaratne  
Prof. Sirimal Abeyratne  
Prof. Amala de Silva  
Prof. Indralal de Silva  
Dr. J.N.N. Nawaratne  
Dr. K. Kumudini Dissanayake  
Dr. A.A.C. Abeysinghe  
Dr. K.L. Chandrathilake  
Dr. M. Ganeshamoorthy  
Dr. K. Kajendra  
Dr. R.H.S. Samarathunga  
Dr. N. Ravithirakumaran  
Dr. B.M.S. Batagoda  
Dr. M.S. Sumanadasa  
Mr. A. Saraweswaran  
Mr. Janak Badugama  
Mr. Sajitha Dishanka

### Fees :

#### Local Students

Application fee	Rs.	2,000/-
Registration fee	Rs.	5,000/-
Course fee	Rs.	80,000/-
Library fee	Rs.	1,500/-
Examination fee	Rs.	2,000/-
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#### Faculty

##### Dean / Faculty of Graduate Studies

Prof. Sunil Chandrasiri, Ph.D.

##### Course Coordinator

Dr. M. Sumanadasa Ph.D



## UNIVERSITY OF COLOMBO

### FACULTY OF GRADUATE STUDIES

### POSTGRADUATE DIPLOMA

### IN

### PUBLIC ADMINISTRATION / PUBLIC MANAGEMENT

### One Year - m-Learning

(2012/2013)

## Introduction

The University of Colombo, as part of an ongoing process of conducting courses to meet the demands of the changing times, announces the commencing of its new Postgraduate Diploma programme in Public Administration (PgD.PA) / Public Management (PgD.PM).

The public sector, a key player in the process of socio-economic development of a country, is managed by the public sector managers. Programs of PgD.PA and PgD.PM have been designed to enhance their skills and capacities for the daunting task of managing public investments and personnel. These courses of studies are designed as Online m-Learning Programs so that the public sector managers, who aspire to advance their career in local, provincial and national levels of public administration / management, can follow them from their home or office located in any part of the country. The program encourages them to explore theory and practice in both policy analysis and public management that need a mix of skills in order to create career opportunities as managers, analysts and consultants.

The proposed programs of study would not only facilitate public sector managers to gain advanced knowledge but also help them to put new found knowledge and expertise to practice immediately in their own working environment. The contribution of such officers to enhance the level of efficiency of the public sector delivery and execution of infrastructure and human capital development projects would be the expected outcome of the program.

The study programs provide a broad-based education that will equip the public sector managers with the necessary new knowledge and key transferable skills to begin or enhance their career in public administration / public management. The course is underpinned by a variety of teaching and learning methods. The objective is to develop and foster self-reliance in analysis and problem solving and to provide with the public sector managers the confidence to seek practical solutions to problems.

## Objectives

The objectives of the programme are as follows:

- To provide the opportunity for public sector executives/graduates with some work experience, to pursue a course of study in public administration / public management to help them perform better.
- To provide the opportunity for Private Sector Graduate/Executives as well as those who aspire to engage in activities will or related to the Public Sector, to pursue a course of study in PM & PM to facilitate them better the career prospects.

- To impart to them an awareness of the most up-to-date theoretical and practical knowledge in public administration / public management and to develop their faculties to use such knowledge in practical problem-oriented situations.
- To inculcate in them the skills and the professional competence that will enable them to effectively play managerial roles in challenging situations.
- To improve their capabilities in order to create career opportunities as managers, analysts and consultants.

## Admission Requirements

The minimum entry requirements for the PgD.PA/PgD.PM shall be as follows:

1. A Bachelor's Degree from any recognized university or equivalent.
2. Experience as an executive in the Public Service, Statutory Boards, Corporations and Institutions or in Corporate sector, Bankers, NGO's, Civil Society Organization etc..
3. Competencies in written and oral English and willingness to acquire knowledge to use Computer/ internet facility.

Selection of candidates will be made on the basis of their performance at an interview and or Admission test.

## Medium and Methods of Instruction

English will be the medium of instruction. Seminars and course material will be in English as well. The teaching method will be m-Learning on line with the application of hybrid mode for review workshops. Candidates can follow the courses of study from their place of work or residences. Candidates will be required to sit the end-of-year examination and write the extended essay. This programme intends to provide knowledge not only in a theoretical sense but also at a practical decision-making level.

## Structure of the programme

The PgD.PA/PgD.PM will be by coursework and seminars. The course will be conducted over one academic year divided into two terms of 22 weeks each. The writing of the Extended Essay need be commenced simultaneously with the course of study. Evaluation of performance of candidates will be made on the basis of performance at coursework and end-of-course examinations. These two components will be separately evaluated and scores for each, added together with equal weight for the two components in order to arrive at the total score for a given course. There will be eight courses and an extended essay as indicated below:

### Semester I

1. PgD.PA/PM 5101-Principles of Public Administration and Public Management
2. PgD.PA/PM 5102-Financing Public Services
3. PgD.PA/PM 5103-Public Administration and Legal Environment
4. PgD.PA/PM 5104-Public Policy Management

### Semester II

5. PgD.PA/PM 5105 Leadership and Strategic Management
6. PgD.PA/PM 5106 Research Methods
7. PgD.PA/PM Elective
8. PgD.PA/PM Elective
9. PgD.PA/PM 5113 Extended Essay

### Electives Course Unit : Public Administration Stream

1. PgD.PA/PM 5107-Public HR Management
2. PgD.PA/PM 5108-Public Sector Accounting and Finance
3. PgD.PA/PM 5109-Welfare Management

### Electives Course Unit : Public Management Stream

1. PgD.PA/PM 5110-Management Theory and Practice
2. PgD.PA/PM 5111-Managerial Economics
3. PgD.PA/PM 5112-HR Management