

## **September 2013 MPA Program Intake**

Date and time:

Tue, 2013-07-02 20:07

### **MASTERS OF PUBLIC ADMINISTRATION (MPA)**

#### **(Government and Self Sponsored Program)**

Applications are invited from qualified applicants for a full-time Masters of Public Administration (MPA) degree program which will be offered at the Kenya School of Government (KSG) beginning 2<sup>nd</sup> September 2013. The programme is a joint collaboration between the, University of Nairobi, KSG and the Ministry of State for Public Service.

- Application Deadline: **30<sup>th</sup> July 2013**
- Mode of Study: **Evening Program**
- Commencement Date: **2<sup>nd</sup> September 2013**

#### **General Admission Requirements**

- The common regulations for the Masters degree in the Faculty of Arts, University of Nairobi shall apply.
- The following shall be eligible for admission into the Master in Public Administration.
- A holder of a Bachelors degree of at least Upper Second (Honours) in any field from the University of Nairobi senate.
- A holder of a Bachelors degree with a Lower Second Class (Honours) or an equivalent qualification recognized by the University of Nairobi senate with at least three years working experience may be considered for admission.
- A holder of a Bachelors degree with a pass or an equivalent qualification from the university of Nairobi or an equivalent institution recognized by the University of Nairobi senate may be considered for admission if: (a) he/she has at least five years of relevant experience, or: (b) has a post –graduate diploma in a relevant field from an institution recognized by the senate.

#### **Additional Admission Requirements for Civil Servants.**

- Application must be holders of a first degree from a recognized university/
- Must have served in the public/private/NGO sector for at least five (5) years.
- Must be in job group M and above or its equivalent in the public/private sector
- Must submit a copy of academic certificates and official transcripts
- Submit three letters of recommendations, at least one from an academic referee.
- Submit a 1-2 pages statement describing your background, career goals and a commitment to public sector ethos.
- A current curriculum vitae
- Civil servants must submit their applications through through their Heads of Departments for approval by the Ministerial Training Committee

- Application Deadline: **30<sup>th</sup> July 2013**
- Mode of Study: **Evening Program**
- Commencement Date: **2<sup>nd</sup> September 2013**

### **Application Procedure**

Sets of Application Forms are available from University of Nairobi, Main Campus, and Gandhi Wing Building Room G3 for a non-refundable fee of Kshs. 3,000/-. [Note: Non-Kenyans pay 25% more on all charges]. The application fees may be paid by Direct Deposit into the UNES/UON Account, Barclays Bank, Westlands Branch, AC/no. 03-073-1023948. Bankers' cheques will also be accepted. **CASH WILL NOT BE ACCEPTED.** Application Forms can also be downloaded from University of Nairobi website:[http://www.uonbi.ac.ke/students/downloads/application Form2012\\_2013](http://www.uonbi.ac.ke/students/downloads/application%20Form2012_2013)

**Tuition per Course Unit 13,500/-**

**Minimum number of units = 16**

- Other Charges per semester: Registration = 1,000/=, Library = 2,000/-, Computer Lab/field charges (Annually) = 5,000/=, Student ID = 500/= (ANNUALLY), Medical Emergency = 5,000/= (annually), Activity = 2,000/= (Annually).
- Applications should be made on prescribed forms obtainable from Director, Board of Postgraduate Studies, University of Nairobi. Forms can also be downloaded from UON website at [www.uonbi.ac.ke](http://www.uonbi.ac.ke)
- Civil servants should obtain additional application forms from KSG Admissions office (Lower Kabete or download from KSG's website: [www.kia.ac.ke](http://www.kia.ac.ke))

**For Further information: Contact Director, BPS, University of Nairobi. Civil Servants can get further information from KSG's admissions office TEL +254-020-4182311 EXT. 130 or Fax: 254-020-4182306 or [info@kia.ac.ke](mailto:info@kia.ac.ke)**