

General Information

The Public Administration Department carries out prestigious academic and scientific studies in the field that are political science, urban and environmental issues, administration and law and offers a competent education with its dynamic and young academic staff conducting various scientific projects

The Public Administration Department of the Ömer Halisdemir University launched its education activities in 1995-1996; The Department has a young, dynamic and complete academic staff of 6 people, consisting of 1 Professor and 5 Assistant Professors.

Master's Degree with thesis in Public Administration is a two-year (4 semesters) program with 120 ECTS credits. The program meets the requirements both for ECTS credits and level descriptors of the "Second Cycle" degree qualifications of the [Overarching Framework of European Qualifications Framework HE \(QF-EHEA\)](#) and the "7th Level" qualifications of the [Turkish Qualifications Framework for HE \(TYYÇ, NQF-HETR\)](#), as well as the "7th Level" requirements of the qualifications of the [European Qualifications Framework for Lifelong Learning \(EQF-LLL\)](#) in terms of the level descriptors.

Through the Master of Science (Second Cycle) programme, students develop skills to participate in scientific activities, and share the results with scientific community and they may continue their academic career by enrolling in related Ph.D. programs of the universities in Turkey or abroad.

Aims and Objectives

Aims :

To provide the students the skills to apply the advanced knowledge of political science, urban and environmental issues, administration and law especially for solving complex problems in their specialization area, to operate and conduct inter-disciplinary studies and to work with others, in professional and social settings and to organize and participate creative and integrative design activities effectively. To offer advanced level education for engineers for taking part in research and making contributions to research and development in the field of science and technology. To raise scientists in graduate level that has vision, analytic thinking skill and ethical values.

Objectives :

The main objectives of the department are to become an accepted position in the national and international level. To make effective analysis in political, administrative, legal and environmental issues, evaluation and review, offering solutions, multi-faceted thinking, communicative, respectful of ethical principles to educate students, to increase the employment of graduates of public and private sector, national and international level to take part in various projects. Increase the number of publications in scientific studies.

Qualification Awarded

Upon successful completion of this program, students are awarded with the qualification of **MASTER OF SCIENCE DEGREE in PUBLIC ADMINISTRATION.**

Level of Qualification

Master's Degree with thesis in PUBLIC ADMINISTRATION is a two-year (4 semesters) program with 120 ECTS credits. The program meets the requirements both for ECTS credits and level descriptors of the "Second Cycle" degree qualifications of the [Overarching Framework of European Qualifications Framework HE \(QF-EHEA\)](#) and the "7th Level" qualifications of the [Turkish Qualifications Framework for HE \(TYYÇ, NQF-HETR\)](#), as well as the "7th Level" requirements of the qualifications of the [European Qualifications Framework for Lifelong Learning \(EQF-LLL\)](#) in terms of the level descriptors.

Specific Admission Requirements

Admission requirements are determined in line with the regulations set by Higher Education Council of Turkey. Information on application for graduate programs and access requirements are announced on the web page of the university at the beginning of each academic year. The following requirements are applied for the students with Turkish Nationality:

- To have a First Cycle (BSc) degree in The Public Administration
- To have ALES (Entrance Exam for Academic Personnel and Postgraduate Education) with minimum score of 55 (or equivalent)
- To have a foreign language proficiency from national exams such as UDS (The Interuniversity Foreign Language Examination) or KPDS (The Foreign Language Examination for Civil Servants) or from international exams such as IELTS (International English Language Testing System) or TOEFL (Test of English as a Foreign Language) accepted by Interuniversity Board. Students who do not have a foreign language proficiency might apply yet their foreign language score is evaluated as 0.
- The candidates with a Bachelor's Degree from abroad must have the certificate of equivalence from the Council of Higher Education (YOK).
- ALES score is valid for 3 years.
- The candidates must apply in person. The applications with incomplete documents will not be evaluated.

For further and detailed information please visit [General Admission Requirements](#) and [Registration Procedures](#) in the menu items of the Information on the Institution.

For further information on the admission requirement for foreign students, please contact to Ömer Halisdemir University International Office.

Contact:

[International Office](#)

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[Specific Arrangements for Recognition of Prior Learning](#)

With an understanding of lifelong learning, Ömer Halisdemir University recognizes the previously taken courses in another institution and exempt them from graduation credit, as long as the courses match with the learning outcomes of the registered Master's Degree (Second Cycle) programme in PUBLIC ADMINISTRATION at Ömer Halisdemir University.

[Profile of the Programme](#)

Department of Public Administration, on the basis of synthesis of the different disciplines in the social sciences is an interdisciplinary department that arise due to the fact the students are well-rounded education. This provides a significant advantage for students. These features allow the public administration graduates work in many different areas.

Undergraduate (Bachelor's Degree) program in Public Administration (First Cycle in QF-EHEA and 6th level in TYYÇ) is an academically-oriented program giving access to degree and non-degree research program and professional practice demanding high levels of knowledge and skills. The classification of the program with respect to "ISCED (The International Standard Classification of Education) 2011" and "NQF-HETR (The Turkish Qualifications Framework for HE)" and the codes of the fields of education can be listed as follows:

- ISCED Field of Education: 31 –Social and Behavioural Sciences
- ISCED 2011 Level: 7, Orientation (Profile): 74, Subcategory: 747 - Academically-oriented "second cycle", master's degree
- NQF-HETR Field of Education: 31 –Social and Behavioural Sciences
- NQF-HETR Profile of Education: Academically-oriented "second cycle", master's degree

[Learning and Teaching Methods](#)

The most frequently used instructional methods of the educational programs of Ömer Halisdemir University are given below. Programmes commonly apply these methods as appropriate instructional approaches in accordance with their aims and objectives.

The instructional methods applied for achieving the goal of meeting the expected learning outcomes of the Master's Degree program in PUBLIC ADMINISTRATION program at large are indicated in the section of 'program

learning outcomes', and those methods utilized for individual course units are indicated in the relevant section of "description of individual course unit".

Learning and Teaching Methods

- Lecture & In-Class Activities
- Land Surveying
- Group Work
- Laboratory
- Reading
- Assignment (Homework)
- Project Work
- Seminar
- Web Based Learning
- Implementation/Application/Practice
- Thesis Work
- Field Study
- Report Writing

Occupational profiles of graduates with examples

After graduating students of the Department of Public Administration, the courses according to their interests, particularly in the public sector, national and international companies can be employed in different lines of PUBLIC. In the public sector, the graduating students can work in areas such as district governors, administrative judge and inspector. In the private sector, particularly the extent of students' proficiency wide range of PUBLIC sectors, including banking has employment opportunities.

They can also apply to PhD programs in Ömer Halisdemir University and other institutions in Turkey or abroad.

Qualification Requirements and Regulations

Master's Degree program (second cycle) in PUBLIC ADMINISTRATION is awarded to students who have scored a Cumulative Grade Point Average (CGPA) of not less than 2.50 /4.00, defended his/her thesis successfully, and have completed all the courses (120 ECTS) with at least a letter grade of CB or S in the program.

For detailed information: Please see "[Ömer Halisdemir University's Rules & Regulations for Graduate Education](#)"

Access to Further Studies

Upon successful completion of this programme, students may apply to doctorate (third cycle) degree programmes in or related fields of PUBLIC ADMINISTRATION.

Examination Regulations, Assessment and Grading

The methods applied for assessment of the achievement of the expected program learning outcomes for the entire Second Cycle program of PUBLIC ADMINISTRATION are shown below and those for the individual course units are given in the relevant section of the course description with their contribution to the final grades.

- Mid-Term Exam
- Final Exam
- Make-up Exam
- Homework Assessment
- Presentation of Report
- Computer Based Presentation
- Presentation of Thesis
- Presentation of Document

Mid-term and final examinations are conducted in dates, places and times determined and announced by the University. The students' final semester grade is given by their instructors based on mid-term examination,

homework evaluation, final examination and, if there is any other assessment results taking into account the students' compliance with attendance to the course activities.

The contribution of assessment grades of the in-term activities to the final grade is 40% and that of the final exam is 60% for all the course units.

Course units, which do not require a mid-term, homework, short-exam and/or a final exam are determined by the administration of the related departments and specific assessment and grading methods for these courses are also announced at the beginning of the semester. Evaluation of such activities is made through the procedures defined by the Senate and assessed by Pass (P) or Fail (F) grades.

Grading:

The success of a student for each assessment (in-term and final) defined for each course unit is evaluated by the instructor. Evaluations are made over a scale of 100 points and converted to the letter grades at the end of the semester.

A student is considered to be successful in a course if he/she gets one of the following grades: AA, BA, BB, CB, S, or EX. The student's academic standing is calculated in the form of a Grade Point Average (GPA) out of a scale of 4.00 and announced at the end of each semester. The total grade point of a course is obtained by multiplying the grade point by the course ECTS credit. The semester GPA is calculated by dividing the total amount of grade points of courses gained in that semester by the total amount of ECTS credits of courses taken in the semester. The yearlong courses are included in the spring semester GPA. Cumulative Grade Point Average (CGPA) is calculated by dividing the total amount of grade points of all the courses in the curriculum to be taken by the total amount of 120 ECTS credits. For each course taken, the student is given one of the following letter grades and grade points:

Course Score	Course Grade	Grade Points
90-100	AA	4.00
85-89	BA	3.50
80-84	BB	3.00
75-79	CB	2.50
70-74	CC	2.00
65-69	DC	1.50
60-64	DD	1.00
50-59	FD	0.50
0-49	FF	0.00

Other grades:

S (Satisfactory): Satisfactory in non-credit courses,

U (Unsatisfactory): Unsatisfactory non-credit courses,

P (In Progress): Successful at the end of the first semester for a yearlong course

EX (Exempt): Successful in an exemption exam held by the university,

NI (Not Included): Assigned for course not included in CGPA

NA (No Attendance): Unsuccessful because of not fulfilled the attendance and/or laboratory requirements

T (Transfer): Standing for the received course grade of the transferred students from other departments or universities. It is not included in CPA calculations. Transfer course grade.

Graduation Requirements

In order for a student to graduate from Master's Degree (Second Cycle) Programme in PUBLIC ADMINISTRATION, he/she has

- Completed 120 ECTS credits with passing grades (54 ECTS credits for 7 graduate courses, 6 ECTS credits for a Seminar Course, 20 ECTS credits for 2 Special Topics Courses, and 40 ECTS credits for Thesis Studies taken at 2 consecutive semesters)
- Prepared and defended a thesis successfully.

Mode of Study:

Master of Science Programme in PUBLIC ADMINISTRATION at Ömer Halisdemir University is a full time / face to face programme.

Contact (Programme Director or Equivalent):

Position	Name Surname	Phone	E-Mail
HEAD OF DEPARTMENT	Assoc. Prof. Dr. Selim KILIÇ	0388 225 20 11	selim@ohu.edu.tr
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