

At Mons - 120 credits - 2 years - Shift schedule - In FrenchDissertation/Graduation Project : **YES** - Internship : **NO**Activities in English: **NO** - Activities in other languages : **NO**Activities on other sites : **NO**Main study domain : **Sciences politiques et sociales**Organized by: **Faculty of Economic, Social and Political Sciences and Communication (ESPO)**Programme acronym: **APHM2M** - Francophone Certification Framework: 7**Table of contents**

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APHM2M - Introduction

Introduction

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. 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.

APH1. 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.

APH2. Demonstrate and use, in a critical manner, in-depth and specialist knowledge of management with a public service ethos.

APH3. 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.

APH4. Organise and direct political consultation, the monitoring of procedures and processes, as well as the introduction of control or monitoring tools.

APH5. Analyse and discuss political systems by studying new forms of democracy and public action.

APH6. Discuss and analyse spacial and territorial dynamics in the creation of a development dynamic.

APH7. 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.

APH8. Critically examine a media document, identifying its ideological content and analysing and discussing its intended or possible effects.

APH9. Work as part of a team within a hierarchy, in a team or a network.

APH10. Identify, analyse and direct changes in public organisations and create and provide well thought out and pertinent innovation.

APH11. 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.

APH12. 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

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-2020-aphm2m-tronc_commun]

Liste au choix de finalités APHM2M

[> Professional Focus](#) [en-prog-2020-aphm2m-maphm280s]

Preparatory Module *(only for students who qualify for the course via complementary coursework)*

[> Master \[120\] in Public Administration \(shift schedule\)](#) [en-prog-2020-aphm2m-module_complementaire]

APHM2M Detailed programme

Programme by subject

CORE COURSES

○ Mandatory

△ Courses not taught during 2020-2021

⊕ Periodic courses taught during 2020-2021

⊗ Optional

⊖ Periodic courses not taught during 2020-2021

■ Activity with requisites

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

						Year	
						1	2
○	MAPHD2205	Politiques régionales	Fabienne Leloup Laurence Moyart	30h	5 Credits	q1	x
○	MDRHD1305	Droit public et européen de l'économie	Pierre-Olivier de Broux Christophe Thiebaut	30h	5 Credits	q2	x
○	MGEHD2133	Compétences managériales	Laurent Lievens	15h+15h	5 Credits	q2	x
○	MSPHD2135	Organisations internationales	Jean le Hardy de Beaulieu	30h	5 Credits	q2	x
○	MSPHD2136	Régimes politiques comparés	Claire Dupuy	30h	5 Credits	q2	x
○	MSPHD2137	Sociologie politique	Sebastiano D'Angelo	30h	5 Credits	q2	x
○	MSPHD2138	Système politique de la Belgique	Stéphane Moyson	30h	5 Credits	q1	x
○	MSPHD2139	Théorie des relations internationales	Tanguy Struye de Swielande	30h	5 Credits	q1	x
○	MSPHD2141	Médias et politique	Frédéric Moens	30h	5 Credits	q1	x
○	MSPHD2143	Théorisation en sciences politiques	Vincent Legrand	30h	5 Credits	q1	x
○	MAPHD2106	Comptabilité et finances publiques	Pierre Lacroix (coord.) Jérôme Voisin	30h	5 Credits	q1	x
○	MAPHD2202	Analyse et évaluation des politiques publiques	Sébastien Pradella	45h	15 Credits	q1	x
○	MSPHD2205	Démocratie et action publique	John Pitseys	45h	15 Credits	q2	x
○	MSPHD2144	Séminaire de méthodologie et principes de rédaction scientifique	Sarah Croché	15h	5 Credits	q2	x

PROFESSIONAL FOCUS

○ Mandatory

△ Courses not taught during 2020-2021

⊕ Periodic courses taught during 2020-2021

⊗ Optional

⊖ Periodic courses not taught during 2020-2021

■ Activity with requisites

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

Year

1 2

Content:

○ MAPHD2207	Enjeux juridiques de l'administration publique et marchés publics	Benoit Gors Andrzej Trybulowski	30h	5 Credits	q2	x
○ MAPHD2208	Projets européens ■	Eric Delecrosse Fabienne Leloup	30h	5 Credits	q1	x
○ MAPHD2204	Final Master's Thesis ■			20 Credits		x

Course prerequisites

The **table** below lists the activities (course units, or CUs) for which there are one or more prerequisites within the programme, i.e. the programme CU for which the learning outcomes must be certified and the corresponding credits awarded by the jury before registering for that CU.

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

Prerequisites and student's annual programme

As the prerequisite is for CU registration purposes only, there are no prerequisites within a programme year. Prerequisites are defined between CUs of different years and therefore influence the order in which the student will be able to register for the programme's CUs.

In addition, when the jury validates a student's individual programme at the beginning of the year, it ensures its coherence, meaning that it may:

- transform a prerequisite into a corequisite within the same year (to enable the student to continue his or her studies with a sufficient annual course load)
- require the student to combine registration in two separate CUs which it considers necessary from a pedagogical point of view.

For more information, please consult the [Academic Regulations and Procedures](#).

Prerequisites list

MAPHD2204 "Mémoire en administration publique" has prerequisite(s) MAPHD2205 ET MSPHD2138 ET MSPHD2144

- MAPHD2205 - Politiques régionales
- MSPHD2138 - Système politique de la Belgique
- MSPHD2144 - Séminaire de méthodologie et principes de rédaction scientifique

MAPHD2208 "Projets européens" has prerequisite(s) MDRHD1305

- MDRHD1305 - Droit public et européen de l'économie

The programme's courses and learning outcomes

For each UCLouvain 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 your UCLouvain account.

APHM2M - Information

Access Requirements

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

In the event of the divergence between the different linguistic versions of the present conditions, the French version shall prevail.

SUMMARY

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- > [Non university Bachelors](#)
- > [Holders of a 2nd cycle University degree](#)
- > [Holders of a non-University 2nd cycle degree](#)
- > [Adults taking up their university training](#)
- > [Access on the file](#)
- > [Admission and Enrolment Procedures for general registration](#)

University Bachelors

Diploma	Special Requirements	Access	Remarks
UCLouvain Bachelors			
		Direct Access	
		Based on application: accepted, conditional on further training, or refusal	
		Based on application: accepted, conditional on further training, or refusal	
Bachelier en information et communication Bachelier ingénieur de gestion		Based on application: accepted, conditional on further training, or refusal	
Others Bachelors of the French speaking Community of Belgium			
Tous les bacheliers de la CfB		Based on application: accepted, conditional on further training, or refusal	
Bachelors of the Dutch speaking Community of Belgium			
		Based on application: accepted, conditional on further training, or refusal	
Foreign Bachelors			
		Based on application: accepted, conditional on further training, or refusal	

Non university Bachelors

> Find out more about [links](#) to the university

Diploma	Access	Remarks
BA - AESI orientation Sciences humaines: géographie, histoire, sciences sociales - HE - crédits supplémentaires entre 45 et 60 BA - assistant(e) social(e) - HE - crédits supplémentaires entre 45 et 60 BA - assistant(e) social(e) - EPS - crédits supplémentaires entre 45 et 60	Les enseignements supplémentaires éventuels peuvent être consultés dans le module complémentaire .	Type court

BA - bibliothécaire-documentaliste - HE - crédits supplémentaires entre 45 et 60
 BA - bibliothécaire-documentaliste - EPS - crédits supplémentaires entre 45 et 60
 BA - conseiller(ère) social(e) - HE - crédits supplémentaires entre 45 et 60
 BA en commerce et développement - HE - crédits supplémentaires entre 45 et 60
 BA en communication - HE - crédits supplémentaires entre 45 et 60
 BA en coopération internationale - EPS - crédits supplémentaires entre 45 et 60
 BA en coopération internationale - HE - crédits supplémentaires entre 45 et 60
 BA en droit - HE - crédits supplémentaires entre 45 et 60
 BA en droit - EPS - crédits supplémentaires entre 45 et 60
 BA en écologie sociale - HE - crédits supplémentaires entre 45 et 60
 BA en gestion des ressources humaines - HE - crédits supplémentaires entre 45 et 60
 BA en gestion des ressources humaines - EPS - crédits supplémentaires entre 45 et 60
 BA en sciences administratives et gestion publique - HE - crédits supplémentaires entre 15 et 30
 BA en sciences administratives et gestion publique - EPS - crédits supplémentaires entre 15 et 30

Holders of a 2nd cycle University degree

Diploma	Special Requirements	Access	Remarks
"Licenciés"			
			Based on application: accepted, conditional on further training, or refusal
Masters			
Tous les masters			Based on application: accepted, conditional on further training, or refusal

Holders of a non-University 2nd cycle degree

Adults taking up their university training

> See the website [Valorisation des acquis de l'expérience](#)

It is possible to gain admission to all masters courses via the validation of professional experience procedure.

Accès selon la procédure de validation des acquis de l'expérience

Consultez le site www.uclouvain.be/vae

Access on the file

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

Admission and Enrolment Procedures for general registration

Supplementary classes

To access this Master, students must have a good command of certain subjects. If this is not the case, they must add supplementary classes at the beginning of their Master's programme in order to obtain the prerequisites for these studies.

○ Mandatory

△ Courses not taught during 2020-2021

⊕ Periodic courses taught during 2020-2021

⊗ Optional

⊖ Periodic courses not taught during 2020-2021

■ Activity with requisites

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

○ MAPHD1301	Administration publique	Jérémy Dagnies Stéphane Moyson	30h	6 Credits	q2
○ MDRHD1302	Droit administratif	Andrzej Trybulowski	30h	5 Credits	q2
○ MDRHD1304	Fondements du droit public	Jean le Hardy de Beaulieu	30h	6 Credits	q1
○ MMTHD1321	Méthodes de recherche en sciences sociales	Sébastien Antoine	45h	7 Credits	q1
○ MSPHD1332	Sciences politiques	Pierre Vercauteren	30h	6 Credits	q1
○ MMTHD1323	Projet et accompagnement pédagogiques <i>Attention, cette unité d'enseignement implique notamment la participation à un week-end résidentiel d'intégration (Wégimont).</i>	Laurent Lievens	7.5h+7.5h	5 Credits	q1
○ MSHHD1328	Sociologie	Géraldine André	30h	5 Credits	q1
○ MSHHD1329	Sociologie des organisations	Philippe Scieur	30h	5 Credits	q2
○ MSPHD2133	Géographie politique	Fabienne Leloup Sébastien Sakkas	30h	5 Credits	q2

Teaching method

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

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.

Contacts

Curriculum Management

Entity

Structure entity

Denomination

Faculty

Sector

Acronym

Postal address

SSH/ESPO/PSAD

(PSAD)

Faculty of Economic, Social and Political Sciences and Communication (ESPO)

Human Sciences (SSH)

PSAD

Place Montesquieu 1 - bte L2.08.05

1348 Louvain-la-Neuve

Tel: +32 (0) 10 47 41 09 - Fax: +32 (0) 10 47 27 36

<http://www.uclouvain.be/psad.html>

Web site

Academic supervisor: [Christian de Visscher](#)

Other academic Supervisor(s)

- [Stéphane Moyson](#)

Jury

- Président de jury: [Pierre Vercauteren](#)
- Secrétaire de jury: [Louis le Hardÿ de Beaulieu](#)

Useful Contact(s)

- Informations pour les futurs étudiants (Nicolas Hurtado de Jesus - tél. +32 (0)65 323 327): info-mons@uclouvain.be
- Gestionnaire administrative de programme: [Céline Nicolas](#)

