

murdochuniversity

POSTGRADUATE DIPLOMA IN  
PUBLIC MANAGEMENT

2004

公共政策及管理



UNIVERSITY OF HONG KONG

香港大學



[www.murdoch.edu.au](http://www.murdoch.edu.au)



**MURDOCH**  
**UNIVERSITY**  
PERTH, WESTERN AUSTRALIA

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# 公共政策及管理

# Introduction

Welcome to the Postgraduate Diploma in Public Management. This is an opportunity to obtain an Australian degree taught in Hong Kong at the University of Hong Kong's main campus. Admission to the programme requires a first degree or its equivalent and provides the possibility for those who graduate with a B average or better to proceed to the second year of the University of Hong Kong's prestigious Master of Public Administration degree.

The aim of the programme is to provide a knowledge of public management theory and practice that will be useful when seeking to obtain employment or career advancement in the public sector and in the quasi-governmental and voluntary sectors. The programme draws on units offered to post-graduates at Murdoch and to Master of Public Administration students at the University of Hong Kong. They provide not only the essentials of a public management programme but also related units that deal with the political and economic environment of public management.

The Postgraduate Diploma is a 24 point programme, meaning that you will need to take six units to complete the Diploma. You may finish the Diploma during a calendar year or you may space your study over several years. Units are taught in the evenings or by distance learning, but most of the University of Hong Kong units are also available during the day-time.

We think this is a very stimulating programme, which will offer both personal educational benefits and practical knowledge for career development. Good luck with your studies.

## **Ian Cook**

*Programme Chair  
Politics and International Studies  
Murdoch University*

## **Joseph Chan**

*Head  
Department of Politics and Public Administration  
University of Hong Kong*

# The Universities

## Murdoch University

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- Murdoch University was constituted on 25 July 1973 by an Act of the Parliament of Western Australia. It was the second university to be established in Perth and the seventeenth in Australia.
- The University is a research and teaching university with over 10,000 students and 1,000 staff. The academic staff of over 400 are among the best qualified of any university in Australia with over 70 per cent holding doctorates.
- Murdoch is currently rated one of the top teaching campuses of Australia's 37 public universities. This result came from the 1997 Course Experience Questionnaire, published by the Graduate Careers Council of Australia. In 1999, the Good Universities Guide gave Murdoch the top five-star rating for the fifth consecutive year, the only university in Australia to achieve this recognition.
- The Politics and International Studies Programme offers units in such fields as public administration, Asian politics, public policy, international politics and political theory. Units which are successfully completed can be credited towards other programmes at Murdoch or to other Australian university programmes if a student decides to transfer.

## The University of Hong Kong

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- The University of Hong Kong, founded in 1911, is the oldest university in the territory. In 1997, it was rated the best university in Asia outside Japan.
- The University has over 10,000 students and 870 academic staff.
- The Department of Politics and Public Administration has a long tradition of teaching in this field. In addition to its regular units at the undergraduate level, it has postgraduate units which students in this programme may take and an internationally recognised Master of Public Administration degree which has been offered for more than twenty years.

# Admission Requirements

Students are required to possess a Bachelor's Degree or its equivalent.

Relevant work experience may also be taken into account in the admission decision. If you fall into that category, you are encouraged to seek further information regarding your eligibility by contacting Jane Hutchison, Course Co-ordinator, Politics and International Studies, Murdoch University: email [J.Hutchison@murdoch.edu.au](mailto:J.Hutchison@murdoch.edu.au)

The Postgraduate Diploma is structured to give students maximum flexibility. Most full-time students will be able to complete the programme in between 12 and 18 months but they may take longer if they so wish. Part-time students are able to work at a pace that accommodates their needs.

Teaching will normally be in the evenings between 6.30 and 8.30 or 9.00pm on Hong Kong campus. Occasionally, units may also be offered on Saturday afternoons, between 3.00pm and 5.00pm, also on the University of Hong Kong campus. External Murdoch units will also be available so that students may complete some of their study by distance learning if they so wish.

# Course Structure — 24 points

Please consult the separate information sheet for unit offerings in particular years and semesters.

## Without Specialisation

### Core Units — 8 points

HKU471 Public Management Reform (HKU)	4 pts equivalent
POL430 Public Policy Analysis	4 pts
OR	
HKU460 Policy Design and Analysis (HKU)	4 pts equivalent

### Specified Electives — 16 points

Select two units from the Murdoch University list and two from the University of Hong Kong list:

#### Murdoch University List

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POL415 Politics and the Internet	4 pts
POL499 Changing Global Political Economy	4 pts
POL430 Public Policy Analysis	4 pts
POL575 Issues in Public Policy	4 pts
MBS581 Public Sector Economics	4 pts
MBS531 Economics of Globalisation	4 pts
POL512 Health Practice and Management	4 pts
POL510 Public Health Policy	4 pts

#### University of Hong Kong List

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HKU465 NGOs and Governance (HKU)	4 pts equivalent
HKU467 Public Administration in Hong Kong (HKU)	4 pts equivalent
HKU464 Public Financial Management (HKU)	4 pts equivalent
HKU470 Government and Law (HKU)	4 pts equivalent
8005 Government and the Economy	4 pts equivalent
7001 Human Resource Management	4 pts equivalent
7002 Public Administration: scope and issues	4 pts equivalent
7002 Public Policy: issues and approaches	4 pts equivalent

Note: Quotas apply on admission to HKU units; all HKU units listed are graduate units.

# Health Management Specialisation

**Core Units — 16 points**

POL512 Health Practice and Management (Murdoch)	4 pts
POL510 Public Health Policy (Murdoch)	4 pts
HKU471 Public Management Reform (HKU)	4 pts equivalent
POL430 Public Policy Analysis	4 pts
OR	
HKU460 Policy Design and Analysis (HKU)	4 pts equivalent

**Specified Electives — 8 points**

Select from any of the electives specified in the Without Specialisation structure above, other than the required units for this specialisation, or any of the following:

STP576 Ecology, Society and Human Health (Murdoch)	4 pts
STP420 Cities and Sustainability (Murdoch)	4 pts

# Grading System

Units are assessed, both for Murdoch University and the University of Hong Kong, according to the following grading system:

## Murdoch University

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%
90 - 80 High Distinction
79 - 70 Distinction
69 - 60 Credit
59 - 50 Pass

## University of Hong Kong

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%	%	%
90 A+	67 B+	57 C+
80 A	64 B	54 C
70 A	60 B-	50 C-

It is the policy of Murdoch University and the University of Hong Kong that students have the following responsibilities in the assessment process:

- to take the initiative to consult with appropriate academic staff when problems arise;
- to ensure that they receive from the Unit Co-ordinator a written statement of the assessment requirements of the unit;
- to comply with instructions issued as a part of the assessment process;
- to meet deadlines for work to be submitted as set out in the study guide;
- to submit for assessment only that work which is their own individual and unassisted work, except as otherwise permitted;
- and to submit with all written work for continuous assessment a cover sheet which includes a signed declaration "except where I have indicated, the work I am submitting in this assignment is my own work and has not been submitted for assessment in another unit".

Students are required to pass the required units but may re-take a unit if they fail in the first instance. For all other units, a student who fails the unit may re-take it or select another option.

# Frequently Asked Questions

## **Do I have to take time off work to complete the Postgraduate Diploma?**

No. The core units are offered in the evenings by staff of Murdoch University and the University of Hong Kong on the campus of the University of Hong Kong. You may take electives by distance learning from Murdoch, some of which will also be taught in the evenings in Hong Kong. You may also if you wish take the regular day-time units offered by the Department of Politics and Public Administration at the University of Hong Kong but you are not required to do so.

## **Who are the teachers of this programme?**

The programme is taught by regular staff of the University of Hong Kong and Murdoch University at Lecturer and Assistant Professor level and above. Their qualifications are listed in this programme brochure; most have PhDs. You will not be taught by tutors or demonstrators.

## **Is this diploma recognised by the Hong Kong Government?**

Yes. As with any qualification from an established Australian University, the Postgraduate Diploma in Public Management is recognised as the equivalent of any local postgraduate diploma. The Postgraduate Diploma in Public Management is an exempt degree under section 8 of the Non-local Higher and Professional Education (Regulation) Ordinance.

## **I am very busy at work. Can I complete the diploma more slowly?**

Yes. You are not required to enrol in more than one unit per semester and may enrol in a maximum of three units. The emphasis in this programme is on flexibility.

## **Can I suspend my studies?**

Yes. Once you have commenced your studies, you can suspend for a maximum period of two semesters. Suspensions will only be granted to students who have previously passed half their units, or who have recently failed because of personal circumstances.

## **Can I park on campus?**

You can obtain application forms for evening parking from the Department Secretary, Department of Politics and Public Administration at the University of Hong Kong. Telephone 2241 5562 or e-mail [psdhku@hkucc.hku.hk](mailto:psdhku@hkucc.hku.hk)

**How can I withdraw from a unit?**

If you withdraw from a unit before it begins, we will refund your fees. Once the unit starts, you are liable for the fees even if you withdraw. However if you notify the Course Co-ordinator before 31 March for first semester or before 31 August for second semester your transcript will not show 'withdrawn' from that unit. If you contact the Course Co-ordinator after these dates, but before 31 April for first semester or before 30 September for second semester, your transcript will show 'withdrawn'. After these dates it will show 'fail'.

**Where do I send my assignments?**

All essays and assignments for Murdoch units should be sent to [hongkong@murdoch.edu.au](mailto:hongkong@murdoch.edu.au). Regardless of any other address you may receive with your unit materials, Postgraduate Diploma students should only send their assignments to this email address. Please ignore any other addresses sent to you by the University. Please do not send the essay directly to the lecturer concerned. When assignments are received you will get an email back acknowledging receipt. Please wait one week after sending the assignment and then if you have not received an acknowledgement please contact us. If you do not notify us you will not be able to claim later that you were unaware that we had not received your assignment.

It is your responsibility to ensure that your assignment arrives. If you cannot produce an email acknowledging the receipt of your assignment you will not be given the opportunity to submit outstanding essays at the end of semester.

**Student Cards**

Murdoch students are entitled to a student card. If you require one you should contact Janice Pell at [J.Pell@murdoch.edu.au](mailto:J.Pell@murdoch.edu.au) who will assist you. She will require you to send her a passport sized, original photograph of yourself with an endorsement written on the back: 'This is a true likeness of ...' and signed by someone other than a family member. She will also require a specimen signature from you plus your student number.

**Academic Transcripts**

When you graduate we will automatically send you your Academic Transcript at no charge. This usually takes a few weeks after all the exam results are in and will show all units undertaken and the grades achieved.

Students who require Academic Transcripts before they complete the programme need to contact [graduations@murdoch.edu.au](mailto:graduations@murdoch.edu.au). The cost is \$AUD10.00 per transcript.

Degree certificates are sent out automatically after the Graduation Ceremonies are held in Perth and Singapore in March and September. If you attend a graduation ceremony the certificate will be presented to you. For the majority of students who are unable to attend the official graduation ceremony we hold an informal teagathering in January of each year, at which time you will be able to borrow a gown for photograph taking etc.

**Library Cards**

Reader cards for the University of Hong Kong Library are issued to Postgraduate students but you can if you wish upgrade to a Borrowers card by paying the cost difference to the Library which at present is \$HK1,029 per annum

**MYINFO (University student web page)**

<http://myinfo.murdoch.edu.au>

All students have access to MYINFO on the Murdoch University Web page. You can access this by using your student number and your pin number which will be sent to you shortly after your enrolment has been completed. On MYINFO you can access your records such as enrolment, exam results, etc. If you have any trouble accessing this site please contact [helpdesk@student.murdoch.edu.au](mailto:helpdesk@student.murdoch.edu.au) who are there to assist.

**Bank Loans**

The Programme Chair is able to provide a supporting letter for students seeking a bank loan for their expenses. The Head of Politics and Public Administration at the University of Hong Kong will also write a letter for students in good standing who require financial support.

**Where can I get more information?**

If you still have further questions, please contact the Murdoch Coordinator

e-mail [J.Hutchison@murdoch.edu.au](mailto:J.Hutchison@murdoch.edu.au)

or write to -

**Ms Jane Hutchison,  
Politics and International Studies,  
Murdoch University  
Murdoch WA 6150  
Australia**

# Glossary

## **External Studies**

The term used at Murdoch for distance learning. Off-campus external students have their study materials sent to them by post. These study materials generally consist of a study guide and a bound volume of readings. Sometimes lecture tapes are also included, but increasingly lectures are being made available on-line, through iLecture. Some unit resources will also be available on-line. All external students are assigned a Murdoch staff member as their lecturer. That lecturer will be available to answer your questions and to mark your written work. You may contact your lecturer by post, telephone or e-mail. Note that for external units you may e-mail your assignments directly to the lecturer at [hongkong@murdoch.edu.au](mailto:hongkong@murdoch.edu.au). The lecturer will then print out your assignment and give it to the unit coordinator for marking who will then return it to you by post. Murdoch University has more than twenty years experience with external teaching. There are past and present off-campus external students all over the world!

## **Evening**

Units are taught in the evening at the University of Hong Kong.

## **Internal**

These are regular University of Hong Kong courses which are taught during the day-time.

# Teaching Staff and their Qualifications

## Coordinators

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Ms Jane Hutchison - Murdoch University  
Professor Ian Scott - University of Hong Kong

## Murdoch University

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### **Jane Hutchison**

*AssocDipAg, BA (Hons) - Lecturer - Course Coordinator*

Jane is a Lecturer in the Politics and International Studies Programme with responsibility for teaching in the areas of international political economy, environmental politics and women and development.

### **Paul Flatau**

*BEC, MEd - Senior Lecturer*

Paul's main research interests are in the fields of labour economics, social policy and the history of economic thought. He has published in both Australia and international journals on a range of topics but particularly in the areas of unemployment and immigration.

### **Anne Garnett**

*BEC, MPhil - Senior Lecturer*

Anne teaches in the areas of econometrics and introductory economics, has published books on the Australian economy, and is an active researcher in regional and agricultural economics.

### **David Brown**

*BA (Hons), PhD - Associate Professor*

David previously lectured at Ahmadu Bello University, Birmingham University, and the National University of Singapore, and has taught in various areas including African politics, political theory, political development, and ethnic politics. He has undertaken research mainly on contemporary nationalism, on ethnic politics in southeast Asia, and on local and ethnic politics in Ghana and Togo.

**Ian Cook**

*BA (Hons), PhD - Senior Lecturer*

Ian Cook received his doctorate from the University of Queensland where he held a post teaching political theory, before he came to teach in the same field at Murdoch in 1992. His general field of interest is political theories and theorising (from the classical through the modern to the postmodern). He is also interested in more specific issues such as: the implication for politics of the development and proliferation of the Internet and other forms of human networking; conceptions of Leadership and Power; and masculinity and its effects on thinking about and practising politics.

**Jeannette Taylor**

*BCom, MBA, PhD - Lecturer*

Jeannette worked in the Malaysian public sector before completing her MBA and PhD at Murdoch. She is now a lecturer in the School of Politics and International Studies, specialising in public sector management and public policy.

**Robert Leeson**

*CertEd, MSc, PhD - Associate Professor*

Robert teaches macroeconomics and microeconomics, and researches in areas related to macroeconomic policy. In 2002 he was named 17th among the world's top economists on the basis of the number of journal articles included on the ECONLIT database.

## University of Hong Kong

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### **Ian Scott**

*BSc (Econ), MA, PhD - Professor - Course Coordinator*

Ian held the Chair of Politics and Government at Murdoch University from 1995-2002 but has since re-joined the University of Hong Kong. His research interests and publications mainly relate to Hong Kong.

### **John P Burns**

*BA, MPhil, PhD - Professor*

John obtained his PhD from Columbia University and has taught at the University of Hong Kong for over 20 Years. His teaching and research interests focus on public administration in China and Hong Kong.

### **Peter T Y Cheung**

*BSocSC, MA, PhD - Associate Professor*

Peter graduated from the Chinese University of Hong Kong in 1981 with a 1st class honours degree and then obtained a MA from Indiana University in 1983 and a Ph.D from the University of Washington, Seattle in 1993. He taught at the Hong Kong University of Science and Technology in 1991 and 1992 before moving to this University. His research focuses on the politics of economic reform in South China, the development strategy of Guangzhou, Tianjin, and Shanghai, provincial leadership and reform strategy as well as central provincial relations.

### **Newman M K Lam**

*Bcom, MPA, PhD - Associate Professor University of Macau and Visiting Lecturer HKU*

Newman teaches public sector financial management. He was at the University of Victoria Canada from 1991 to 1997, where he taught financial management, research methods, statistics and management information systems.

### **Miron Mushkat**

*BA, MA, PhD - Senior Teaching Consultant*

Miron completed his undergraduate education in Israel and pursued his graduate studies in Canada and the United Kingdom. He obtained his doctorate at the University of Manchester. He teaches financial management, government and the economy and social science research methods. His interests lie principally in public sector economics and finance, applied policy analysis and quantitative methodology.

### **Ian Thynne**

*BA, BA (Hons), PhD - Visiting Associate Professor*

Ian has taught and researched aspects of public policy, administration and management in New Zealand, Australia, Fiji, Papua New Guinea, Singapore and Hong Kong. His research interests and publications concern the mechanisms of accountability and control in government, corporatisation and privatisation strategies, and other elements of public sector reform.

# Unit Descriptions

## Murdoch Units

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### **POL499 Changing Global Political Economy (4 points)**

#### **Lecturer - Ms Hutchison**

Globalisation is a highly contested phenomenon. This unit examines key controversies surrounding the extent of economic globalisation, the forces behind it and possible social and political consequences. Areas covered include: competing theoretical perspectives on the free trade; foreign investment; global money markets; international institutions such as the IMF; global cities; labour migration; the new information age; and prospects for resistance. The unit is designed so students do not require a background in economics.

### **MBS531 Economics of Globalisation (4 points)**

#### **Lecturer - Associate Professor Robert Leeson**

This unit introduces students to an area of new realities in international economic relations. Within a theoretical framework, it will concentrate on the global forces which are currently determining the state of play in international economics. Nationally determined economic management and its effectiveness will receive closer scrutiny in the light of globalising tendencies. Topics: the historical development of globalization, economic forces of globalisation, the role of national governments in the economic management of a borderless world, the effects of globalisation, global economic institutions, and, the rise of anti-systematic movements in the age of globalisation.

### **POL512 Health Practices and Management (4 Points)**

#### **Lecturer - TBA**

This unit deals with business activities involving more than one country, including trade of goods and services; movement of personnel, capital and technology; and dealing with employees in or from other countries. It will look at issues such as interaction of the firm with the host countries' economics, politics, cultures and legal systems; accounting and taxation problems with multinational entities; structuring a multinational organisation; and formulation and controlling multinational strategy.

**POL415 Politics of the Internet (4 Points)****Lecturer - Dr Cook**

A myriad of political issues are raised by the increasing use of the Internet for communication. Commerce and entertainment. These issues concern both users and non-users. Non-users face problems association with being increasingly marginalised and, therefore, unable to participate in the commercial, bureaucratic and government decisions that shape their lives. Users must address questions that go to the control of access and information available through the Internet. Other issues raised by the growth of the Internet include the effects it has on political decision-making and human relationships.

**POL510 Public Health Policy (4 Points)****Lecturer - Mr Flatau**

This unit examines the process and implementation of health policy decisions in their political, bureaucratic and social settings. Special attention will be paid to the Hong Kong experience and case studies will be used to illustrate critical aspects of the decision-making process.

**POL430 Public Policy Analysis (4 Points)****Lecturer - Dr Taylor**

This unit equips students with an understanding of policy-making and public administration in terms of both theory and practice. Policy is considered in terms of the rationale for government action, agenda setting, policy analysis, definition and choice among options, implementation and evaluation. Interest group and political processes are emphasised. Aspects of administrative reform and change are discussed within the context of the role of the modern public sector. Comparisons are drawn between Australia, other OECD and Australasian countries.

**MBS581 Public Sector Economics (4 points)****Lecturer - Ms Garnett**

This unit undertakes an analysis of the economic institutions and policies in the public sector. In addition, it equips students with the relevant analytical techniques used in the public sector such as cost benefit analysis. Topics: public expenditure theories; taxation principles and tax reform proposals; government borrowing; regulation and deregulation including the regulation of natural monopolies; public enterprises and privatisation; public choice theory; fiscal federalism and income redistribution policies.

## University of Hong Kong Units

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### **Government and the Economy**

#### **Lecturer - Dr Mushkat**

The unit surveys the objectives pursued by government in managing the economy, the means employed in pursuit of those objectives, and theories concerning government's economic behaviour.

### **HKU470 Government and Law**

#### **Lecturer - Dr Thynne**

This unit examines selected aspects of the provinces, processes and products of constitutional, statutory and contractual decisionmaking in government. Topics include: the nature and significance of constitutional and political structures, rights and obligations, with reference especially to the Basic Law and the Hong Kong Bill of Rights; the means by which statutes and ordinances are created and interpreted; the exercise of legal power in the form of a right to impose requirements, levy fees, determine entitlements, and enter into contracts; and the need for decisions and action to be subject to various forms of review.

### **Human Resource Management**

#### **Lecturer - Professor Burns**

The unit examines the policies and practices of HRM in the public sector in Hong Kong from a comparative perspective. Specific topics include: staffing, training and development, performance management, and staff relations in the Hong Kong government. The unit also considers recent HRM developments in the public sector in the rest of China and overseas.

### **HKU465 NGOs and Governance**

#### **Lecturer - Dr Thynne**

This unit examines the relationships between and among the state, the market and civil society with particular reference to the work of those not-for-profit organizations and associations which are normally referred to as NGOs. It focuses on the legal-structural dimensions of NGOs and the ways in which they operate in the production, provision, ownership, regulation and facilitation of various goods and services. It recognizes that the activities of NGOs are frequently central to the formulation, implementation and evaluation of public policies in both domestic and international arenas.

**HKU460 Policy Design and Analysis****Lecturer - Professor Scott**

This is an introductory unit in the production of advice for public decisions and actions. This unit emphasises both the art and craft of policy analysis. The 'art' dimension focuses on the skills in defining problems for analysis. The 'craft' dimension, on the other hand, is concerned with theories skills, and techniques that can be used to analyse, design, and assess policy options. Illustration is made with reference to policy problems in Hong Kong.

**HKU467 Public Administration in Hong Kong****Lecturer - Professor Scott**

Hong Kong has been described as an administrative state because of the unique features that public administration dominates both policy-making and policy implementation. The purpose of this unit is to introduce students to the major issues confronting public administration in Hong Kong and to consider questions of accountability in public administration.

**Public Administration: Scope and Issues****Lecturer - Professor Burns**

This unit provides an introduction to the study of public administration in the modern state. It does this by focusing on the interdependent and changing nature of the state, market and civil society. Various perspectives are adopted concerning work arrangements, legal-structural configurations, and policy dynamics. These perspectives have both historical and present significance. They are supported with reference to relevant ideas and theories, as well as to actual developments in Hong Kong and elsewhere.

**HKU464 Public Financial Management****Lecturer - Dr N Lam**

This unit examines the nature, processes, causes and effects of budgeting as a fiscal instrument to enhance economic growth, as a mechanism for the allocation of scarce resources, and as a management tool for executive planning and financial control.

**HKU471 Public Management Reform****Lecturer - Dr Thynne**

Over the last 10 -15 years, established systems of public management have been subject to widespread and often quite radical reform. This has involved the adoption of various strategies of decentralisation, corporatisation and privatisation, resulting in numerous mixes of public and private activity in which partnerships, contracts and other means of forging relationships are of considerable significance. Such strategies have far-reaching consequences for the governance of modern society. They are examined in this unit from an international and comparative perspective.

**Public Policy: Issues and Approaches****Lecturer - Dr Cheung**

This unit introduces students to the study of public policy by reviewing the main theoretical approaches in the field and examining key policy issues in Hong Kong. The unit will cover three main areas: (a) the basic concepts used in analyzing the policy process and the political and institutional contexts of policy making; (b) the major theoretical approaches to the study of policy making, policy implementation and evaluation; and (c) case studies of important policy issues in Hong Kong.

## How Do I Apply?

1. Obtain an application form from the Department of Politics and Public Administration, University of Hong Kong, Pokfulam Road, Hong Kong.
2. Return it, together with any transcripts of previous courses, and a cheque for HK \$100 made payable to the University of Hong Kong, to the Department Secretary, Department of Politics and Public Administration, University of Hong Kong, Pokfulam Road, Hong Kong.
3. You will be informed if your application has been successful and how much credit you have been awarded towards the completion of your degree. Enrolment will normally take place at the University of Hong Kong in the second week of December for Semester A with the first unit commencing in January. For Semester B, enrolments will normally take place in early June with the first unit commencing soon after this.

## Fee Structure

Fees are payable on enrolment in December and June of each year. Fees are HK \$7,332 per unit. Thus a full-time student enrolled in three units per semester would pay HK \$21,996. If less than three units were taken in any semester then the amount payable would be calculated on a pro-rata basis (ie. HK \$7,332 per unit).

### Refunds

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Should a student wish to withdraw from a unit, fees, minus an administration charge of \$50, are refundable up until 5pm of the Friday of the first week of classes. Notice of Withdrawal must be lodged with Jane Hutchison, Course Co-ordinator, Postgraduate Diploma in Public Management, Politics and International Studies, Murdoch University, Murdoch, Western Australia 6150, Australia.

The Department of Politics and Public Administration

University of Hong Kong

*Telephone* 2241 5562

*Facsimile* 2858 3550

*Email* psdhku@hkucc.hku.hk

*Website* <http://www.hku.hk/ppaweb>

Politics and International Studies

Murdoch University

*Email* hongkong@murdoch.edu.au

*Website* <http://www.murdoch.edu.au/bitl/politics/>

# 公共政策及管理