



PROGRAM DESCRIPTION

Local Administration Program through Distance Education (LAPDE) is a graduate program designed to assist Local Governments particularly in the improvement of their administrative capability.

A ladder type curriculum is followed in the program enabling the student to get first a Diploma in Local Government Administration and eventually a Master in Development Administration.



PROGRAM OBJECTIVES/OUTCOMES

- Enhance resource development.
- Provide continuing education opportunities to employees who cannot leave their jobs or homes for full-time studies.
- Help in the professionalization of local government employees.

CURRICULUM OFFERING

Core Courses		12 Units
DAF 201	Theory & Practice in Development Administration	3
DAF 202	Economics and Social Aspect of Development	3
DAF 203	Methods of Research	3
DAF 204	Statistics	3

Major Courses		15 Units
DAF 214	Public Policy Program and Project Planning	3
DAF 225	Local Government Administration	3
DAF 226	Public Fiscal Administration	3
DAF 227	Public Personnel Administration	3
DAF 215	Administration of Rural Development	3

Cognate Courses		6 Units
DAF 211	Organization and Management	3
TeEd 229	Basic Information in Technology Mgmt.	3

DAF 229	Thesis Writing	6
Total		39

** A student is awarded a Diploma in Local Government Administration after finishing 24 units (Methods of Research and Statistics not included)*



CLIENTELE

Personnel, employees and officials of local government units, government and non-government organizations, people's organization and other public and private agencies.

MODE OF INSTRUCTION

A student enrolled in the program will be given a learning package (Modules) to read and to work on. He/she can choose any of the three modes of learning.

• **Group Paced Learning**

Students follow a fixed class schedule at least once to twice a month on Saturdays to meet their tutors for discussion, seminars, symposia, and/or conferences to enrich their learning experience. Students are expected to submit written assignments, and sit in supervised examinations at the University.

• **Self-Paced or Individualized**

A student is provided with his/her own tutor and a class schedule. Modules, independent researches and other instructional materials are laid down by the tutors who help the student enhance his/her knowledge,

skills and attitudes. The student is required to visit the University as scheduled.

- **Online Learning** – A student is provided with his/her own tutor online and a class schedule. Tutors utilize an open source learning management system (LMS) as virtual classroom and other communication tools available today. The student may process his/her requirements and exams via online.

ADMISSION REQUIREMENTS

Applicants must submit the following:

1. Honorable Dismissal – OTR
2. Certificate of Employment
3. NSO Birth Certificate
4. Medical Certificate with chest x-ray
5. 6 pcs. 2X2 Picture w/ white background
6. 3 pcs. Long folder w/ fastener

CONTACT DETAILS

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Philosophy (Pilosophia)

Total human development with appropriate competencies

“Naan-anay a pannakamuli ti tao iti umiso ken nadumaduma a kabaelan”

Vision (Sirmata)

A premier and globally competitive university
“Kangrunaan ken mabigbigbig nga Universidad iti sangalubungan”

Mission (Misyon)

Provides relevant quality instruction, research & extension

“Mangipaay iti maiyanatup ken dekalidad a panagisuro, panagsukisok ken ekstensiyon”

Goal (Panggep)

To lead in transforming human resources into productive, self-reliant citizens & responsible leaders

“Mangidaulo iti pannakatubay dagiti tao a managparnuay, makapagwaywayas ken nanakman a mangidalan”

DOUS Goal

To provide distance education to people who have no access to schools, colleges, and universities or to those who, for one reason or another, cannot avail themselves of the conventional mode of instruction.



“providing more opportunities”



Don Mariano Marcos Memorial State University
OPEN UNIVERSITY SYSTEM
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Philippines 2500

Master in Development Administration

**major in
Local Government Administration
(LGA)
(BOR No. 2006-93)**

Diploma in Local Government Administration

