Bachelor’s Degree in Public Administration and Management

Social and Legal Sciences

Faculty of Business Administration and Management
Building 7J
Campus of Vera (València)

- Bachelor’s Degree in Public Administration and Management
- Credit 14.96 € (2019/2020)

It will make you eligible for scholarships

4 courses
240 credits
Spanish and valencian
80 places

Cut-off marks:
- 2019: 6.218
- 2018: 6.312
- 2017: 7.032

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www.upv.es/titulaciones/GGAP/

Introduction to the degree
This degree aims to train future graduates to be able to work in technical management for the civil service, either directly or indirectly, as they can also hold positions in private companies that work for the government.

Internships
Internships in companies and organisations are voluntary and in all such agreements remuneration is planned. You can go on an internship in those companies and Civil Service departments that have a collaboration agreement signed with the UPV. Currently, there are agreements with different councils, regional ministries (such as Social Welfare and Health), the Audit Office of the Valencian Community, the Valencian Employment Service (Servef), etc.

International mobility
You can continue your studies in other European universities and worldwide. The Erasmus program allows you to spend between three and ten months in the United Kingdom, Holland, France, Belgium, Czech Republic, Germany, Portugal, Sweden, Switzerland, Norway, etc.

Thanks to the UPV grants (Promoe) you can do an academic exchange with universities in the USA, Singapore, China, Mexico, Argentina, Vietnam and Canada, amongst others.

Continuation of studies
The UPV offers a large number of master’s degree courses which you may enrol in after finishing the degree in Public Administration and Management, and by taking the corresponding bridging courses.

- MD in Administrative Management
- MD in Financial and Fiscal Management
- MD in Business, Product and Service Management
- MD in Levelling Subjects

Professional opportunities
After you finish this degree, you can work in management, coordination, execution and advisory services in the Civil Service, political institutions and other public organizations operating at European, national, regional and local level. You can access these positions by taking public examinations or with a contract. You can also work as a manager in autonomous agencies, public companies and public foundations.

Graduates in Public Administration and Management play a key role in the private sector for consultants, counsels, utilities concessionaires, government contractors, associations, foundations, professional associations, NGOs and other entities that have continuous contact with the Civil Service.

Enjoy our huge campuses with spaces designed for you such as the Student Recreation House.

You can do up to 70 sports in our facilities.

You will find many services at your disposal: language classes, discounts in public transport, counselling, employability support…

and be part of Spain’s best technological university according to the Shanghai ranking

Study at the UPV
# Bachelor’s Degree in Public Administration and Management

## Curriculum

### Credits for obtaining the degree

<table>
<thead>
<tr>
<th>Basic courses</th>
<th>Compulsory</th>
<th>Optional</th>
<th>Internship</th>
<th>TFG</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>60.00</td>
<td>108.00</td>
<td>63.00</td>
<td>0.00</td>
<td>9.00</td>
<td>240.00</td>
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### The subjects that you will be able to take

#### Basic courses
- Administrative Law
- Applied Computer Science
- Fundamentos del Derecho y Principios Constitucionales
- Introduction to Accounting
- Introduction to Political Science
- Introduction to Statistics
- Organizational Theory
- Political Economy
- Social Research Techniques
- Sociology

#### Compulsory courses
- Administrative Information and Documentation
- Derecho Constitucional Español
- Economy of the European Union
- Financial Management
- Governmental Accounting
- Human resources management
- Information Management
- Labour and Social Security Law

#### Legal-administrative Management I - II
- Public Budget Management
- Public Employment Schemes
- Public Management Techniques and Methods
- Public Sector Economics
- Statistics Applied to Public Administration
- Strategic Management for Public Organizations
- Tax Management

#### Elective courses
- Academic and Professional German A1 - A2
- Administración Electrónica Autonómica
- Academic and Professional German A1 - B1 - B2
- Collaborative Networks
- Consumidores, Ciudadanos y Seguridad Pública
- Cost Control in Healthcare Systems and Public Social Services
- Desarrollo de Competencias Directivas y Trabajo en Equipo
- Digital Economy
- English for Administration B1 - B2
- Entrepreneurs and Business Creation
- Environmental Management Tools
- Ethics and Corporate Social Responsibility
- Herramientas de Financiación
- Immigrants and Migrants
- Information Systems Audit in Public Organizations
- Labor Management in Organizations
- Management of Electronic Documents
- Management of Industrial Policy and Technology
- Management of Local Administration
- Marketing in the Public Sector
- Metodología para la Elaboración del TFC para GAP
- Planes de Igualdad
- Políticas Públicas y Técnicas de Participación Ciudadana
- Practical Aspects of Administrative Economic Management
- Public-Private Partnerships: Practical Aspects
- Quality Management
- Reports and Administrative Opinions
- Strategic Management of Educational Institutions
- Valencian for Administration C1 - C2