Bachelor's Degree in Public Administration and Management

**Social and Legal Sciences**

- Faculty of Business Administration and Management
- Building 7J
- Campus of Vera (València)
- 4 courses
- 240 credits
- Spanish and valencian
- Credit 14,96 € (2018/2019)
- 80 places
- Cut-off marks
  - 2018: 6,511
  - 2017: 6,218
  - 2016: 6,912
- ade@upv.es
- +34 963 879 270
- www.upv.es/titulaciones/GGAP/
- Credit 14,96 € (2018/2019)

It will make you eligible for scholarships and be part of Spain’s best technological university according to the Shanghai ranking.

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.

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.

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.

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

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…

Study at the
Bachelor's Degree in Public Administration and Management

Credits for obtaining the degree

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Basic Courses</th>
<th>Compulsory</th>
<th>Optional</th>
<th>Internship</th>
<th>T.F.G.</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic courses</td>
<td>60.00</td>
<td>108.00</td>
<td>63.00</td>
<td>0.00</td>
<td>9.00</td>
<td>240.00</td>
</tr>
</tbody>
</table>

The subjects that you will be able to take

Basic courses
- Administrative Law
- Applied Computer Science
- Foundations of Law and Constitutional Principles
- Introduction to Accounting
- Introduction to Political Science
- Introduction to Statistics
- Organizational Theory
- Political Economy
- Social Research Techniques
- Sociology

Information Management
- Labour and Social Security Law
- Legal-administrative Management I
- Legal-administrative Management II
- Public Budget Management
- Public Employment Schemes
- Public Management Techniques and Methods
- Public Sector Economics
- Statistics Applied to Public Administration
- Strategic Management of Public Organisations
- Tax Management

Compulsory courses
- Spanish Constitutional Law
- Administrative Information and Documentation
- Administrative Structures
- Economy of the European Union
- Financial Management
- Governmental Accounting
- Human Resources Management
- German - A1 - A2 - B1 - B2
- Gestiónde la Administración Local
- Gestión Laboral En la Administración Pública
- Immigrants and Migrants
- Information Systems Audit in Public Organizations
- Informes Dictámenes Administrativos
- Italian - A1
- Management of Electronic Documents
- Management of Industrial Policy and Technology
- Management of Public Projects
- Marketing in the Public Sector
- Metodología para la Elaboración del TFC
- Practical Features of Public Contracting
- Public Financing Tools
- Public Policies and Techniques of Citizen Participation
- Public Policies Evaluation: Case Studies
- Quality Management
- Strategic Management of Educational Institutions
- Valencian for Administration - C1 - C2

Elective courses
- Aspectos Prácticosde la Gestión Económico Administrativa
- Autonomous Electronic Administration
- Consumers, Citizens and Public Safety
- Cost Control in Healthcare Systems and Public Social Services
- English for Administration B1 - B2
- Equality Plans

Credit Management