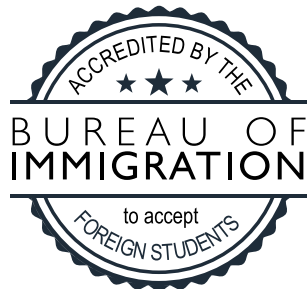




## ADMISSION & ENROLLMENT REQUIREMENTS

Applicants must submit the following:

- Original copy of Honorable Dismissal/Transfer Credential
- Photocopy of Transcript of Records
- Original copy of Birth Certificate from PSA
- Original copy of Medical Certificate with Chest X-ray
- 6 pcs. passport size ID picture with nametag and with white background
- 3 pcs. long folder



**AAFS NO. AFF-06-154**

✉ Cor. Gov. Ortega St., Catbangan  
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📘 <https://www.facebook.com/dopeniversity/>

**P** *hilosophy* Total human development with appropriate competencies

**V** *ision* A premier and globally competitive university

**M** *ission* Provides relevant quality instruction, research and extension

**G** *oal* To lead in transforming human resources into productive, self-reliant citizens and responsible leaders

## Goal of the DMMMSU Open University

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.



[dmmmsu.edu.ph](http://dmmmsu.edu.ph)



**DON MARIANO MARCOS  
MEMORIAL STATE UNIVERSITY  
OPEN UNIVERSITY SYSTEM**



M A S T E R I N  
**DEVELOPMENT**  
ADMINISTRATION  
MAJOR IN LOCAL GOVERNMENT ADMINISTRATION

BOR No. 2006-93

## 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

## CLIENTELE

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

## CURRICULAR OFFERINGS

### CORE COURSES (12 units)

DAF 201	Theory & Practice in Development Administration	3
DAF 202	Economics and Social Aspects 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
DAP 225	Administration of Rural Development	3

### COGNATE COURSES (6 units)

DAF 211	Organization and Management	3
TeEd 229	Basic Information in Technology Management	3

### Institutional Requirements for Graduation (6 units)

DAP 229	Thesis Writing	6
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**TOTAL: 39**

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

## 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.

### 1. 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.

### 2. 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.

### 3. 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.