



Republic of the Philippines  
**BATANGAS STATE UNIVERSITY**  
The National Engineering University  
Lipa Campus

A. Tanco Drive, Marawoy, Lipa City, Batangas, Philippines 4217

Tel Nos.: (043) 774-2526/(043) 980-0387loc 3101

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**College of Accountancy, Business and Economics**

**CURRICULUM**

**Bachelor of Public Administration**

Academic Year 2023-2024

Reference CMOs: CMO No. 6, s.2010, CMO 4, s.2018 and CMO 20, s. 2013, CMO No. 39, S. 2021, CMO No. 40, S. 2021

**Curriculum Description**

The Bachelor of Public Administration is a degree program that prepares people for careers in public administration and governance for the public interest. It is also a formation course for students who want to devote their life to public services in government and civil society.

**Program Educational Objectives**

The Bachelor of Public Administration aims to develop public servants, leaders and change agents with the required competencies and values to serve as professionals in government, civil society and international development organizations.

**Institutional Graduate Attributes**

The student should achieve at least 75% for each IGA upon graduation.

1. **Knowledge Competence.** Demonstrate a mastery of the fundamental knowledge and skills required for functioning effectively as a professional in the discipline, and an ability to integrate and apply them effectively to practice in the workplace.
2. **Creativity and Innovation.** Experiment with new approaches, challenge existing knowledge boundaries and design novel solutions to solve problems.
3. **Critical and Systems Thinking.** Identify, define, and deal with complex problems pertinent to the future professional practice or daily life through logical, analytical and critical thinking.
4. **Communication.** Communicate effectively (both orally and in writing) with a wide range of audiences, across a range of professional and personal contexts, in English and Pilipino.
5. **Lifelong Learning.** Identify own learning needs for professional or personal development; demonstrate an eagerness to take up opportunities for learning new things as well as the ability to learn effectively on their own.
6. **Leadership, teamwork, and Interpersonal Skills.** Function effectively both as a leader and as a member of a team; motivate and lead a team to work towards goal; work collaboratively with other team members; as well as connect and interact socially and effectively with diverse culture.



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7. **Global Outlook.** Demonstrate an awareness and understanding of global issues and willingness to work, interact effectively and show sensitivity to cultural diversity.
8. **Social and National Responsibility.** Demonstrate an awareness of their social and national responsibility; engage in activities that contribute to the betterment of the society; and behave ethically and responsibly in social, professional and work environments.

**Program Outcomes**

Students of the Bachelor of Public Administration should be able to:

1. Adequate knowledge and understanding of fundamentals of the study and practice of Public Administration and good governance.
2. High appreciation for the imperatives and challenges of public service in the context of Philippine and global realities.
3. High ethical values for public service, adherence to the principles of accountability, responsiveness, nationalism and democracy.
4. Strong sense of duty to promote and protect public interest especially for the depressed and the marginalized communities.
5. Adequate skills in management including planning, implementation, monitoring and human, material and resource management for government and civil society organizations.
6. Adequate ability to engage in scientific and policy research and national decision-making.

**Curriculum Components**

Courses	Units	Total
<b>A. General Education Courses</b>		<b>36 units</b>
Kontekstwalisadong Komunikasyon sa Filipino	3	
Filipino sa Iba't-ibang Disiplina	3	
Understanding the Self	3	
Mathematics in the Modern World	3	
Readings in Philippine History	3	
Purposive Communication	3	
Ethics	3	
Art Appreciation	3	
Science, Technology, and Society	3	
Statistical Analysis with Software Application	3	
ASEAN Literature	3	
The Contemporary world	3	
<b>B. Other Courses</b>		
PATHFit 1 Movement Competency Training	2	<b>14 units</b>
PATHFit 2 Exercise-Based Fitness Activity	2	
PATHFit 3 Menu of Dance, Sports, Martial Arts, Group Exercise, Outdoor and Adventure Activities Menu Offering: Traditional and Recreational Game	2	
PATHFit 4 Menu of Dance, Sports, Martial Arts, Group	2	



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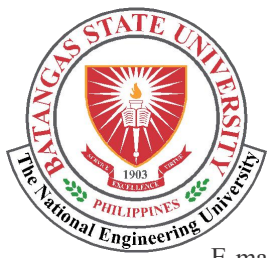
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Exercise, Outdoor and Adventure Activities Menu Offering: Team Sports (Basketball and Volleyball)		
National Service Training Program 1	3	
National Service Training Program 2	3	
<b>C. Common Business and Major Course</b>		<b>6 units</b>
Operations Management	3	
Strategic Management	3	
<b>D. Special Business Education Courses</b>		<b>12 units</b>
Basic Accounting	3	
Good Governance and Social Responsibility	3	
Fundamentals of Statistics	3	
Sociology	3	
<b>E. Professional Courses</b>		<b>63 units</b>
Introduction to Public Administration	3	
Philippine Administrative Thoughts	3	
Human Behavior in Organization	3	
Knowledge Management and ICT for Public Service	3	
Organization and Management	3	
Local and Regional Governance	3	
Ethics and Accountability in Public Service	3	
Human Resource Management in Public Service	3	
Public Accounting and Budgeting	3	
Public Fiscal Administration	3	
Office and System Management	3	
Administrative Law	3	
Public Policy and Program Administration	3	
Politics and Administration	3	
Leadership and Decision Making	3	
Research Methods Applied in Public Administration	3	
Public Administration Thesis Writing	3	
Governance and Development	3	
Special Topics in Public Administration	3	
Voluntary Sector Management	3	
Program and Project Development and Management	3	
<b>F. Electives</b>		<b>12 units</b>
Tools for Policy Analysis	3	
Service Delivery System	3	
Environmental Management	3	
Globalization in Public Administration	3	
<b>G. Internship/Practicum</b>		<b>6 units</b>

<b>SUMMARY</b>	
<b>Courses</b>	<b>Number of Units</b>
GE Courses	36 units
NSTP	6 units
PATHFit	8 units
Common Business and Management Courses	6 units
Special Business Education Courses	12 unit
Professional Courses	63 units
Electives	12 units



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Research	6 units
Internship/Practicum	6 units
<b>TOTAL NO. OF UNITS</b>	<b>149 units</b>

**PROGRAM OF STUDY**

Year	Course Code	Course Description	Credits	Lec	Lab	RLE	Pre-Requisite	Co-Requisite
<b>Year 1</b>	<b>FIRST SEMESTER</b>							
	<b>GEd 101</b>	Understanding the Self	3	3	0			
	<b>FILI 102</b>	Filipino sa Iba't-ibang Disiplina	3	3	0			
	<b>GEd 106</b>	Purposive Communication	3	3	0			
	<b>PA 101</b>	Introduction to Public Administration	3	3	0			
	<b>PA 102</b>	Tools for Policy Analysis	3	3	0			
	<b>PATHFit1</b>	Movement Competency Training	2	2	0			
	<b>NSTP 111</b>	National Service Training Program 1	3	3	0			
	<b>TOTAL</b>		<b>20</b>	<b>20</b>	<b>0</b>			
<b>Year 1</b>	<b>SECOND SEMESTER</b>							
	<b>GEd 102</b>	Mathematics in the Modern World	3	3	0			
	<b>GEd 108</b>	Art Appreciation	3	3	0			
	<b>GEd 105</b>	Readings in Philippine History	3	3	0			
	<b>PA 103</b>	Philippine Administrative Thoughts and Institutions	3	3	0		PA 101	
	<b>MGT 207</b>	Human Behavior in Organization	3	3	0			
	<b>PATHFit 2</b>	Exercise Based Fitness Activity	2	2	0		PATHFit 1	
	<b>NSTP 121</b>	National Service Training Program 2	3	3	0		NSTP 111	
	<b>TOTAL</b>		<b>20</b>	<b>20</b>	<b>0</b>			
<b>Year 2</b>	<b>FIRST SEMESTER</b>							
	<b>GEd 109</b>	Science, Technology, and Society	3	3	0			
	<b>GEd 107</b>	Ethics	3	3	0			
	<b>SOC211</b>	Sociology	3	3	0			
	<b>PA 204</b>	Knowledge Management and ICT for Public Service	3	3	0		PA 101	
	<b>PA 205</b>	Service Delivery System	3	3	0			
	<b>PA 206</b>	Organization and Management	3	3	0		MGT207	
	<b>PATHFit 3</b>	Menu of Dance, Sports, Martial Arts, Group Exercise, Outdoor and Adventure Activities Menu Offering: Traditional and Recreational Game	2	2	0		PATHFit 1 & 2	
	<b>Total</b>		<b>20</b>	<b>20</b>	<b>0</b>			
<b>Year 2</b>	<b>SECOND SEMESTER</b>							
	<b>FILI 101</b>	Kontekstwalisadong Komunikasyon sa Filipino	3	3	0			
	<b>ACC 223</b>	Basic Accounting	3	3	0			
	<b>PA 207</b>	Local and Regional Governance	3	3	0		PA 204	
	<b>PA 208</b>	Ethics and Accountability in the Public Service	3	3	0		PA 101 PA 103	
	<b>MGT 202</b>	Good Governance and Social Responsibility	3	3	0		GEd 107	



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	<b>PA 209</b>	Human Resources Management in Public Sector	3	3	0		PA 206	
	<b>PATHFit 4</b>	Menu of Dance, Sports, Martial Arts, Group Exercise, Outdoor and Adventure Activities Menu Offering: Team Sports (Basketball and Volleyball)	2	2	0		PATHFit 1 & 2	
	<b>MGT 303</b>	Operations Management (TQM)	2	2	0			
	<b>TOTAL</b>		<b>23</b>	<b>23</b>	<b>0</b>			
<b>Year 3</b>	<b>FIRST SEMESTER</b>							
	<b>LITR 102</b>	ASEAN Literature	3	3	0			
	<b>STAT 101</b>	Fundamentals of Statistics	3	3	0		GEd 102	
	<b>PA 310</b>	Public Accounting and Budgeting	3	3	0		PA 208	
	<b>PA 311</b>	Public Fiscal Administration	3	3	0		PA 208	
	<b>PA 312</b>	Office and Systems Management	3	3	0		PA 204	
	<b>PA 313</b>	Administrative Law	3	3	0		PA 209	
	<b>PA 314</b>	Public Policy and Program Administration	3	3	0		PA 207	
	<b>MGT 406</b>	Strategic Management	3	3	0			
	<b>TOTAL</b>		<b>24</b>	<b>24</b>	<b>0</b>			
<b>Year 3</b>	<b>SECOND SEMESTER</b>							
	<b>PA 315</b>	Politics and Administration	3	3	0		PA 314	
	<b>GEd 104</b>	The Contemporary World	3	3				
	<b>PA 316</b>	Leadership and Decision Making	3	3	0		PA 206	
	<b>PA 317</b>	Program and Project Development and Management	3	3	0		PA 314	
	<b>PA 318</b>	Research Methods Applied in Public Administration	3	3	0		STAT 101 PA 310 PA 311 PA 312 PA 313 PA 314	
	<b>PA 319</b>	Voluntary Sector Management	3	3	0			
	<b>TOTAL</b>		<b>18</b>	<b>18</b>	<b>0</b>			
<b>Year 4</b>	<b>FIRST SEMESTER</b>							
	<b>PA 419</b>	Public Administration Thesis Writing	3	3	0		PA 318	
	<b>PA 420</b>	Environmental Management	3	3	0			
	<b>PA 421</b>	Governance and Development	3	3	0		PA 315	
	<b>PA 422</b>	Special Topics in Public Administration with Seminar	3	3	0		PA 315 PA 317	
	<b>GEd 103</b>	Life and Works of Rizal	3	3	0			
	<b>PA 423</b>	Globalization and Public Administration	3	3	0			
	<b>TOTAL</b>		<b>18</b>	<b>18</b>	<b>0</b>			
<b>Year 4</b>	<b>SECOND SEMESTER</b>							
	<b>PA 424</b>	Practicum/ Work integrated Learning for Public Administration (500 hours)	6	0	0		Regular Standing	
	<b>TOTAL</b>		<b>6</b>	<b>0</b>	<b>0</b>			