

# 公共管理学科学术学位硕士研究生培养方案（留学生）

## Degree Requirements for Academic Master's Program

### College of Public Administration (International Students)

（专业代码：120400 授管理学硕士学位）

(Program code: 120400 , Master's degree in Management)

#### I. 培养目标/Goals and objectives

致力于培养遵纪守法，品行端正，遵守学术规范，具备严谨求实、开拓进取的科学态度和学风，从事本专业的理论和应用研究的高级人才。/ Our master's program goal is to prepare students to be senior talents who abide by laws and regulations, behave with good conduct, and follow the academic norms, being able to carry out theoretical and applied research in this specialty with rigorous, realistic, pioneering attitude and style.

具体要求如下/The specific objectives are as follows:

1. 具有理想信念、创新精神和良好的综合素质；/Own ideal and faith, spirit of innovation and good comprehensive quality;

2. 较系统掌握公共管理学学科坚实的基础理论和专业知识，了解本学科国内外发展动态及相关学科知识，掌握现代公共管理研究的技能与方法，熟悉了解公共政策的制定和执行过程；/Systematically master basic theory and professional knowledge of public administration, know the development trend of this subject at home and abroad, command skills and methods of modern public administration research, and be familiar with public policy making and implementation process;

3. 能运用现代科学研究的方法和手段，取得高质量的研究成果，能够解决本学科领域的问题并善于发表独到见解，具备领导和管理素质；/Capable of applying methods and means of modern scientific research to get high-quality research achievements and solving problems in this field, good at expressing unique opinions, and possess the quality of leadership and management;

4. 胜任政府或非政府公共部门的管理和政策分析工作，以及本专业或相关专业的教学和科研工作；/Competent for management and policy analysis work in government or non-government public sectors, as well as teaching and scientific research work of this major or related ones;

5. 熟练掌握英文，能阅读本专业英文文献。/ Proficient in English language, and capable of reading English literature in this major.

#### II. 主要研究方向/Main Research Fields

1. 行政管理/Public Administration

2. 电子政务/Electronic Government

3. 土地资源管理/Land Resource Management

### III. 学习年限及培养方式/Study years and program time limit

本学科学术学位硕士研究生的基本学习年限为 2 年，最长学习年限（含休学）不超过 4 年。

培养方式为全日制非定向。

Completion of the Master's degree requires a minimum of TWO years of full-time study, and the maximum study years for a master's student is FOUR years (including schooling suspension)

### IV. 授课语言/Language of instruction:

英语/English

### V. 学分要求 Course and credit requirements

总学分要求 $\geq 39$  学分。其中，其中学位课程学分 $\geq 26$  学分，研究环节要求 $\geq 13$  学分。/The master's program requires a total of minimum of 39 credits, which include a minimum of 26 credits for degree courses and 13 research credits.

具体学分分配如下表：/The allocation of credits is shown in the following table:

类别/Categories	硕士生/Master's Students	
总学分/ Credits in Total	$\geq 39$ credits	
学位课程/ Degree courses	$\geq 26$ credits	校级公共必修课/University compulsory courses $\geq 7$ credits, including: 1. 《中国概况》(A Survey of China): 2 credits 2. 《汉语》(Chinese Language): 4 credits 3. 《国际学生新生导入课》(Orientation Course for International Students): 1 credit
		学科通识课 1 学分/General course 1 credit
		一级学科基础课程 8 学分/First disciplinary courses 8 credits
		二级学科基础课程 4 学分/Second disciplinary courses 4 credits
		硕士专业课程 4 学分/Research area courses 4 credits
		跨一级学科课程 2 学分/Outside first disciplinary course 2 credits
研究环节/ Research credits	13 credits	开题报告 1 学分/Dissertation proposal:1 credit
		论文中期进展报告 1 学分/Dissertation Interim Report 1 credit
		参加校内外公开学术报告会或在学术会议上作报告 1 学分/Participate in academic conferences or present academic paper at the conference 1 credit
		学位论文 10 学分/Dissertation 10 credits
其他/ Additional courses	不计学分/ non-credit	补修课程、任选课程只计成绩，不计学分/Grades of courses in this category will be presented on the transcript but no credit will be granted.

## VI. 课程设置/Curriculum

课程类别与学分要求 /Category/Required credit		课程代码 /Course code	课程名称/Course name	学时/ Hours	学分/ Credits	学期/ Semester	开课单位/ Provided by	备注/Note
学位课程 总学分/ Degree courses ≥26 credits	校级公共 必修课程/ University compulsory courses ≥7 credits	922130006	汉语/Chinese Language	160	4	春/秋 S/A	School of International Education	必修/Obligatory
		922130001	中国概况/A Survey of China	32	2	春/秋 S/A	School of International Education	
		922130003	国际学生新生导入课/Orientation Course for International Students	16	1	春/秋 S/A	School of International Education	
	学科通识课 程/ General course ≥1 credit	407111037	学术规范与论文写作/Academic Norms and Dissertation Writing	16	1	春/秋 S/A	公管/CPA	必修/Obligatory
	一级学科 基础课程/ First disciplinary courses ≥8 credits	407111031	公共政策分析/Public Policy Analysis	32	2	春/秋 S/A	公管/CPA	必修/Obligatory
		407111032	公共管理/Public Administration	32	2	春/秋 S/A	公管/CPA	
		407111033	公共管理研究设计与方法/Research Methods in Public Administration Research	32	2	春/秋 S/A	公管/CPA	
		407111034	公共经济学/Public Economics	32	2	春/秋 S/A	公管/CPA	
	二级学科 基础课程/ Second disciplinary courses ≥4 credits	407111036	经典著作选读/Reading of Classical Works in Administrative Management	32	2	春/秋 S/A	公管/CPA	行政管理方向/ Administrative Management
		407111043	人力资源管理研究专题/Colloquium of Human Resource Management	32	2	春/秋 S/A	公管/CPA	电子政务方向/ E-government
		407111040	电子政务/E-government	32	2	春/秋 S/A	公管/CPA	
		407111045	信息社会与公共政策/Information Society and Public Policy	32	2	春/秋 S/A	公管/CPA	
		407111035	土地经济与政策/Land Economics & Policy	32	2	春/秋 S/A	公管/CPA	土地资源管理方 向/ Land Resource Management
		407111044	住房管理与住房政策/Housing Management and Housing Policy	32	2	春/秋 S/A	公管/CPA	
	硕士专业课 / Research area courses ≥4 credits	407111039	城市发展与城市管理专题/Specific Issues on Urban Development and Urban Management	32	2	春/秋 S/A	公管/CPA	行政管理方向/ Administrative Management
		407111041	公共部门绩效评估/Performance Review of Public Sectors	32	2	春/秋 S/A	公管/CPA	电子政务 方向/ E-government
		407111039	城市发展与城市管理专题/Specific Issues on Urban Development and Urban Management	32	2	春/秋 S/A	公管/CPA	
		407111042	土地信息系统/Land Information System	32	2	春/秋 S/A	公管/CPA	土地资源管理方 向/ Land Resource Management
		407111038	土地规划/Land Planning	32	2	春/秋 S/A	公管/CPA	
		407111042	土地信息系统/Land Information System	32	2	春/秋 S/A	公管/CPA	

	跨一级学科课 / Outside first disciplinary courses ≥2 credits						其他学院/ Other school	
研究环节/ Research credits	≥13 credits	650139001	开题报告（硕）/Proposal for Master Dissertation		1	秋/ Autumn	研究生院/ Graduate School	必修/Obligatory
		650139002	论文中期进展报告（硕）/ Interim Report on Master Dissertation		1	春/ Spring		
		650139003	参加校内外公开学术报告会或在学术会议 上作报告（硕）/Participate in academic conferences or present academic paper at the conference		1	春/ Spring		
		650119001	硕士学位论文（学术型）/Academic Master's Dissertation		10	春/ Spring		
其它/ Additional courses	不计学分/ Non credit		补修课程、任选课程只计成绩，不计学分/ Grades of courses in this category will be presented on the transcript but no credit will be granted					

## VII. Details about the training for Master's students

### （一）开题报告

#### (I) Dissertation proposal

硕士生入学后应在导师的指导下，根据自己所选定的研究方向和学位论文课题要求，查阅一定量的国内外相关文献（文献阅读量不少于 40 篇），撰写开题报告；确定学位论文选题，并就选题的目的、意义、国内外相关研究概况、研究思路、研究内容、预期目标、研究方法、课题可行性等做出论证。一般应在第三学期中期完成开题报告的撰写并就开题报告进行答辩。

After enrollment, under the guidance of the supervisor, master's students should consult some domestic and foreign related literature (The number of literature read should be at least 40) and write a dissertation proposal according to the research direction selected by them and topic requirements of the dissertation. The proposal determines the topic of the dissertation, and demonstrates the purpose and significance of the topic, overview of related research carried out both domestically and abroad, as well as the research design, research contents, expected objectives, research methods, and the feasibility of the topic, etc. Generally, the dissertation proposal should be completed and defended in the middle of the third semester.

开题答辩由各系组织，答辩专家组由至少 3 名硕士生导师组成。

The dissertation proposal defense is organized by each department and the defense panel consists of at least 3 master's supervisors.

答辩专家按照“华中科技大学研究生能力评议表”中的评议项目对硕士生开题答辩进行评分。三位专家至少有两位专家评分 $\geq 60$ 分，且总平均分 $\geq 60$ 分方为“通过开题”。

The defense panel will score the dissertation proposal according to certain standards. Master's students get PASS in the proposal defense only when the score given by at least two of the three experts is above 60 (included) points and the total average score is above 60 (included) points.

## (二) 论文中期进展报告

### (II) Dissertation interim report

一般应在第三学期结束前或第四学期开始时进行中期考核。考核内容包括课程学习和论文中期进展报告。论文中期进展报告由导师进行考核，通过论文中期进展报告，即为“中期考核合格”。

An interim examination is to carry out usually by the end of the third semester or at the beginning of the fourth semester. The examination contents include course study and interim report of the dissertation. Supervisor is the person to examine the interim report. Master's students will pass the interim examination when the interim report is approved by the supervisor.

中期考核合格，可以进入后续阶段学习。考核不合格，在 3 个月以后、6 个月以内，进行第二次考核。若第二次考核仍然不合格，则终止学业，符合结业条件的，办理结业；不符合结业条件的，按退学处理。考核结果报院学位审议委员会审核，审核结果报研究生院备案。

If he/she passes the examination, the master's student can enter the subsequent stage of the study. If he/she does not pass the examination, a second examination will be taken within 3-6 months. If he/she fails again, the study will be terminated. The master's student can apply for the certificate of course completion if he/she meets the corresponding conditions. Otherwise, he/she has to drop out. The examination results should be submitted to the Degree Review Committee of the school for review. The review results should be submitted to the Graduate School for filing.

## (三) 参加校内外公开学术报告会或在学术会议上作报告

### (III) Participate in academic conferences or present academic paper at the conference

在读期间要求至少参加 1 次校内外公开学术活动，由导师给予相应的评价与成绩。一般在第四学期结束前完成。

During the study, a master's student should participate in at least one open academic activity inside or outside the university. The supervisor will make a corresponding evaluation and give a score. Generally, it should be completed by the end of the fourth semester.

## (四) 学位论文

#### (IV) Dissertation

硕士学位论文是综合衡量硕士生培养质量和学术水平的重要标志，应是系统的完整的学术论文，硕士生应在导师指导下独立完成硕士学位论文，硕士生是学位论文质量的直接责任人。硕士学位论文应满足规范性要求、过程管理要求和学术成果创新性要求。硕士生用于学位论文研究的时间不得少于6个月，起始时间从开题通过的时间计算。

A master's dissertation is an important index for the comprehensive measurement of the cultivation quality and academic level of master's students. It should be a systematic and complete academic writing. Master's students should independently complete master's dissertations under the guidance of the supervisor and take direct responsibility for its quality. Master's dissertation should satisfy the requirements in norms and standards, in process management, and in the innovation of the academic work. The time spent on the research of a master's dissertation should be no less than 6 months, calculated from the time when the proposal is approved.

研究生在修完规定的学分和完成学位论文后，可按《华中科技大学学位授予工作细则》申请论文检测、评审和答辩。学位论文检测、评审和答辩执行学校相关规定。学位论文评审、修改、重审和答辩工作，必须在最长学习年限内完成。

After obtaining the required course credits and completing the dissertation, the master's students can apply for the plagiarism check, blind review and final defense according to the degree conferring rules of HUST. The related regulations of the university should be followed for the check, review, and defense of the dissertation. The review, revision, re-examination, and defense of the dissertation must be completed within the maximum period of schooling.

#### (五) 毕业结业及授予学位要求

##### V. Diploma and Degree requirements

1. 毕业：研究生在规定的学习年限内，完成培养方案规定内容，考核合格，且学位论文答辩通过，经院（系）学位审议委员会或党政联席会审核，学校审批，准予毕业并发给毕业证书。

Graduation: Students will be allowed to graduate and granted the Graduation Certificate, after examined by either the Degree Review Committee or the Joint Executive Meeting of the school, and approved by the university, if they have completed the contents specified in the program, got qualified in the assessment and passed the dissertation defense within the required schooling period.

2. 结业：研究生在校学习已满基本学习年限且在最长学习年限内，未达到毕业要求但符合结业

要求的，可申请结业。

Course-completion: Students can apply for the Course-completion Certificate if they are not yet qualified for graduation but have satisfied the requirements for course completion by the time when the basic schooling period is reached but still within the maximum schooling period.

3. 授予学位：达到学位授予条件的，可按程序申请学位。未达到学位授予条件的，毕业后一年内若达到学位授予条件，可按程序申请学位。毕业后申请学位仅限一次。答辩通过，经学院学位审议委员会审议，达到毕业要求的，报学校审批，准予毕业；达到学位授予要求的，经校学位评定委员会表决通过，授予硕士学位。

Degree: Students can apply for the degree according to certain procedures if they have satisfied the requirements for degree-conferring. The degree could also be applied within one year's time after graduation when the requirements for degree conferring are satisfied, but the opportunity for degree application after graduation is only once. Those who have passed the defense will be allowed to graduate after being reviewed by the Degree Review Committee of the school and approved by the university if they have met the requirements for graduation. These students will also be conferred the Master's degree after the voting approval by the Degree Evaluation Committee of the university, if they have met the requirements for the degree.