



Form: Study Plan- Bachelors	Form Number	EXC-01-03-02A
	Issue Number and Date	2963/2022/24/3/2 5/12/2022
	Number and Date of Revision or Modification	2/(10/12/2023)
	Deans Council Approval Decision Number	50/2023
	The Date of the Deans Council Approval Decision	26/12/2023
	Number of Pages	08

1.	School	business
2.	Department	Public Administration
3.	Program title (Arabic)	بكالوريوس في الادارة العامة
4.	Program title (English)	Bachelor of Public Administration

5. Components of Curriculum:

The curriculum for the bachelor's degree in in Public Administration consists of (135) credit hours distributed as follows

Number	Type of requirement	credit hours
First	University Compulsory Requirements	18
Second	University Elective Requirements	9
Third	Faculty Requirements	27
Fourth	Departmental Compulsory Courses	63
Fifth	Departmental Elective Courses	18
Total		135



6. Numbering System:

A- Department number

Department	Number
Public Administration	06

B- Course number

Domain title	Domain number	Domain title	Domain number
basics of general management	1	Public Policy Analysis	2
Organization theory, administrative behavior and local administration	3	Public Finance	4
Quantitative methods and scientific research methods	5	Supporting areas	6

C- Course number consists of 7 digits

Serial number	Level	Department	School
	4-1	0 6	1 6

First: University Requirements:

Compulsory Requirements					
(18 Credit Hours)					
No.	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Military Science	2220100	3		
2	National Culture	3400100	3		
3	Learning & Research Skills	3400101	3	3202099	
				3201099	
				1932099	
4	Communication Skills	3400102	3	3400101	
5	Introduction to Philosophy and Critical Thinking	3400103	3	3400101	
6	Human Civilization	3400104	3		



Preparation Program Requirements

All students admitted to the university must apply for a degree examination in Arabic and English and the computer is prepared or approved by the university to determine their level. Based on the results of the examinations, either the student will study one or more of the requirements of the preparatory program

(0 - 15 Credit Hours)

No .	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Basics of Arabic	3201099	3		Pass/Fail
2	Arabic Languages Skills	3201100	3	3201099	Pass/Fail
3	Basics of English	3202099	3		Pass/Fail
4	English Language Skills	3202100	3	3202099	Pass/Fail
5	Basics of Computing	1932099	3		Pass/Fail

Preparation Program Requirements

All students admitted to the university must apply for a degree examination in Arabic and English and the computer is prepared or approved by the university to determine their level. Based on the results of the examinations, either the student will study one or more of the requirements of the preparatory program

(0 - 15 Credit Hours)

No .	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Basics of Arabic	3201099	3		Pass/Fail
2	Arabic Languages Skills	3201100	3	3201099	Pass/Fail
3	Basics of English	3202099	3		Pass/Fail
4	English Language Skills	3202100	3	3202099	Pass/Fail
5	Basics of Computing	1932099	3		Pass/Fail



Electives					
(9 Credit Hours)					
Elective courses: (9) credit hours to be chosen from the first, second and third groups mentioned below. The student has to choose one course from each of the groups.					
(First Group)					
No.	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Great Books	3400107	3		
2	Islam and Current Issues	0400101	3		
3	Arab-Islamic Civilization	2300101	3		
4	Jordan: History and Civilization	2300102	3		
5	Jerusalem	3400108	3		
Electives					
(Second Group)					
No.	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Legal Culture	1000102	3		
2	Environmental Culture	0300102	3		
3	Physical Fitness Culture	1100100	3		
4	Islamic Culture	0400102	3		
5	Health Culture	0720100	3		
Electives					
(Third Group)					
No.	Course Title	Course No.	Credit Hours	Prerequisites	Notes
1	Entrepreneurship & Creativity	3400109	3		



2	Foreign Language	2200103	3		
3	Electronic Commerce	1600100	3		
4	Social Media	1900101	3		
5	Appreciation of Arts	2000100	3		
6	Special Subject	3400106	3		
7	Administrative skills	1601105	3		

Second: School courses: distributed as follows:

A. Obligatory school courses: (27) credit hours

B. Elective school courses: () credit hours

A. Obligatory school courses: (27) credit hours:

Course Number	Course Title	Contact Hours		Credit Hours	Pre-requisite
		Theoretical	Practical		
1601102	Principles of Business Adm.	3	-	3	-
1602101	Principles of Accounting 1	3	-	3	-
1603211	Principles of Finance	3	-	3	1602101
1604110	Principles of Marketing	3	-	3	-
1605140	Principles of MIS	3	-	3	-
1606102	Modern Public Management	3	-	3	-
1607110	Principles of Microeconomics	3	-	3	-
1607150	Principles of Statistics	3	-	3	-
1900103	MODREN DIGITAL SKILLS	3	-	3	1932099

B. Elective school courses: () credit hours:

Course Number	Course Title	Contact Hours		Credit Hours	Pre-requisite
		Theoretical	Practical		



Third: Specialty courses: (81) credit hours distributed as follows:

B. Obligatory specialty courses: (63) credit hours

C. Elective specialty courses: (18) credit hours

A. Obligatory specialty courses: (63) credit hours:

Course Number	Course Title	Contact Hours		Credit Hours	Pre-requisite
		Theoretical	Practical		
1606130	Organization Theories	3	-	3	1606102
1606120	Research Methods	3	-	3	1607150
1606230	Administrative Behavior	3	-	3	1606130
1606240	Public Finance Administration	3	-	3	1607110
1606311	Human Resources Management in Public Sector	3	-	3	-
1606420	Public Policy	3	-	3	-
1606440	Public Budgeting	3	-	3	1606240
1606422	Quantitative Analysis Methods	3	-	3	1607150
1606232	Public Relation Management	3	-	3	-
1606340	Purchases and Supply Management	3	-	3	1602101
1606337	Public Administration in Jordan	3	-	3	-
1606320	Public Project Management	3	-	3	1606240
1606338	Organization and Work Procedures Prerequisite	3	-	3	1606130
1606339	Governance	3	-	3	1606102
1606430	Quality Management in Public Sector	3	-	3	-
1606441	Management of Government Accounting	3	-	3	1602101
1606431	Strategic planning in Public Sector	3	-	3	1606420
1606432	Crises Management in Public Sector	3	-	3	1606130
1606439	Readiness Skills of Labour for PA Students	-	6	6	Successfully completing 90 credit hours
1606414	Practical Training for PA Students	-	3	3	Successfully completing 90 credit hours



B. Elective specialty courses: (18) credit hours:

Course Number	Course Title	Contact Hours		Credit Hours	Pre-requisite
		Theoretical	Practical		
1606433	Organizational Development	3	-	3	1606130
1606233	Management of public institutions	3	-	3	1606130
1606312	Ethics of Public Administration	3	-	3	1606311
1606434	Local Administration	3	-	3	-
1606424	Decision Making	3	-	3	1606420
1606330	Development Administration	3	-	3	-
1606231	Islamic Management Theory	3	-	3	-
1606413	Training in administration	3	-	3	-
1607250	Statistical Analysis	3	-	3	-
1605233	E-government	3	-	3	1607150
1607111	Principles of Macroeconomics	3	-	3	1605140
1604431	Services Marketing	3	-	3	-

Fourth: Courses offered by other faculties and departments

Course Number	Course Title	Contact Hours		Credit Hours	Pre-requisite
		Theoretical	Practical		
1607110	Principles of Microeconomics	3	-	3	-
1607150	Principles of Statistics	3	-	3	-
1607111	Principles of Macroeconomics	3	-	3	-
1607250	Statistical Analysis	3	-	3	1607150
1605233	E-government	3	-	3	1605140
1604431	Services Marketing	3	-	3	-