

华北电力大学（留学生）英语授课

North China Electric Power University (International Student) Taught in English

公共管理一级学科硕士学位研究生培养方案

Training Program for Postgraduates in First-level Discipline of Public Administration

(学科代码: 1204 授予管理学硕士学位)

(Discipline Code: 1204, Degree: Master Degree of Management)

一、学科简介

I. Brief Introduction to the Discipline

华北电力大学公共管理学科发展始于1994年,行政管理本科专业1994年开始招生,2006年获行政管理二级学科硕士学位授予权,2009年获公共管理一级学科硕士学位授予权,2011年依托工商管理一级学科博士点校内自设能源管理二级学科博士点,2014年获MPA专业硕士学位授予权。学科拥有1个省部级社科研究基地:北京能源发展研究基地;1个社会工作与社会法治研究基地(中国社会工作协会与华北电力大学共建);1个校级国家能源发展研究院和能源扶贫与社会发展研究中心,院内研究机构有回天治理研究院、能源政治与外交研究中心等。本学科现有教授10人,副教授14人,具有海外留学经历的教师占比50%以上,形成了学缘多元、结构合理、充满研究活力的师资队伍。公共管理学科办学至今,始终坚持立足电力系统,面向社会培养现代化创新管理人才的方针,为电力系统和全社会培养了大批本科和硕士专门人才,社会声誉良好。目前公共管理一级学科专业范围主要涵盖行政管理、公共政策、社会保障和教育经济与管理4个二级学科方向。学科依托能源电力行业,重点致力于能源电力领域的公共管理规律和实践应用研究,加强基础性和创新性研究和教学,打造能源电力领域的智库型学科。

The discipline of Public Administration of North China Electric Power University began in 1994, and the enrollment of undergraduates majoring in Administrative Management began in 1994. It was authorized to award master's degrees in the second-level discipline of Administrative Management in 2006, and award master's degrees in the first-level discipline of Public Administration in 2009. In 2011, relying on the doctoral program of the first-level discipline of Business Administration, the university set up its own doctoral program of the second-level discipline of Energy Management, and was authorized to award degrees of MPA in 2014. The discipline has 1 social science research base at provincial and ministerial levels: Beijing Energy Development Research Base; 1 Research Base of Social Work and Social Rules of Law (jointly established by China Association of Social Workers and North China Electric Power University); 1 university-wide National Energy Development Research Institute and 1 Research Center for

Energy Poverty Alleviation and Social Development. The research institutions of the school include Huitian Governance Research Institute, Energy Politics and Diplomatic Studies Center, and so on. There are 10 professors and 14 associate professors in this discipline, and teachers with overseas study experience account for more than 50%, forming a team of teachers with diversified educational backgrounds, reasonable structure and strong research vitality. Since its establishment, the discipline of Public Administration has always adhered to the policy of training modern and innovative management personnel based on the power system and facing the society, and has trained a large number of undergraduate and master professionals for the electric power system and the whole society, gaining a good reputation. At present, there are 4 second-level disciplines under the first-level discipline of Public Administration: Administrative Management, Public Policies, Social Security and Educational Economy and Management. Relying on the energy and electric power industry, the discipline focuses on the research on the law of Public Administration and practical application in the field of energy and electric power, so as to strengthen fundamental and innovative research and teaching, and build a think-tank discipline in the field of energy and electric power.

二、培养目标

II. Training Objectives

1.在公共管理领域内掌握坚实的基础理论和系统的专门知识，熟悉所从事的研究领域中科学技术的发展动向。具有创新能力和从事科学研究、教学工作或独立承担专门技术工作的能力。

1. They shall master solid basic theories and systematic expertise in the field of Public Administration, and be familiar with the development trend of science and technology in their research field. Have the ability to innovate and engage in scientific research, teaching or technical work independently.

2.应掌握一定程度的汉语，具备包容、认知和适应文化多样性的意识、知识、态度和技能，能够在不同民族、社会和国家之间的相互尊重、理解和团结中发挥作用。

2. They shall reach a certain level of Chinese language proficiency, have the awareness, knowledge, attitude and skills to tolerate, acknowledge and adapt to cultural diversity, and play a role in mutual respect, understanding and unity among different nationalities, societies and countries.

三、研究方向

III. Research Direction

公共管理是管理学门类下的一级学科，下设行政管理、社会医学与卫生事业管理、教育经济与管理、社会保障、土地资源管理和公共政策 6 个学科方向。根据我校的实际情况目前开设 5 个方向。

Public Administration is a first-level discipline under the discipline of Management Science, which has 6 directions include Administrative Management, Social Medicine and Health Service Management, Educational Economy and Management, Social Security, Land Resources Management and Public Policies. According to the actual situation of our university, 5 directions are offered at present.

1. 政府管理方向
1. Government Management Direction
2. 社会保障
2. Social Security
3. 教育经济与管理
3. Educational Economy and Management
4. 公共政策
4. Public Policies
5. 非营利组织管理
5. Non-Profit Organization Management

四、培养方式

IV. Training Method

1. 全英文授课(汉语综合课除外)。
1. Taught in English (except for Chinese Comprehension course).

实行导师负责制，或组成指导小组集体培养。充分发挥导师、学术群体指导研究生的作用。可跨学科专业或与有关研究部门、企业联合培养。跨学科或交叉学科培养硕士生时，应从相关学科中聘请具有高级职称的有关人员协助指导。导师指导小组主要负责审查研究生的文献综述与选题报告、论文中期检查以及论文预答辩等培养环节的工作完成情况。

The training implements the supervisor responsibility system, or form a supervisor steering group for collective cultivation. It should give full play to the role of supervisors and academic groups in guiding postgraduates. Postgraduates can be trained in interdisciplinary majors or jointly with relevant research departments and enterprises. For interdisciplinary or cross-disciplinary training of postgraduates, relevant personnel with senior professional titles shall be recruited from the relevant disciplines to assist in guiding. The supervisor steering group is mainly responsible to inspect the student's completion status of the literature review and thesis proposal, mid-term review and pre-defense of thesis.

导师应根据培养方案的要求，多方面了解所指导的硕士生的知识结构、学术特长、研究兴趣、能力基础等具体情况，据此制定出研究生个人培养计划，并督促检查其实施情况。

Supervisor should acknowledge the knowledge structure, academic skills, research interests, and abilities of the master candidates according to the requirement of the training scheme, based

on which to formulate personalized-training plan for postgraduate and supervise the implementation according to the plan.

培养采用课程学习与科学研究并重的方式。既要使硕士生掌握坚实的基础理论和系统的专业知识，又要培养研究生科学研究或独立担负技术、管理等方面工作的能力。

The training adopts the way of attaching equal importance to course learning and scientific research. It is necessary to make postgraduates master solid basic theory and systematic professional knowledge and cultivate postgraduates' ability to undertake scientific research or design and management work independently.

导师应指导研究生学习有关课程，指导学位论文选题，检查科学研究进展情况，帮助解决科研中的困难，适时地指导研究生撰写论文，认真审阅学位论文，切实把好研究生的培养质量关。

The supervisor shall guide postgraduates to study relevant courses, guide the topic selection of the degree thesis, check the progress of scientific research, help them solve the difficulties in scientific research, timely guide postgraduates to write the thesis, carefully review the degree thesis, and ensure the training quality of postgraduates.

将留学生硕士研究生的学风教育贯穿到研究生培养的全过程，要加强教书育人的工作，引导留学生研究生积极参与各种公益活动。

The academic atmosphere education shall be accompanied with the whole cultivation process of international postgraduates. Teachers shall strengthen the work of teaching and educating people, and guide the international postgraduates to actively participate in various public welfare activities.

五、学制与学习年限

V. Educational System and Duration of the Program

学制一般 3 年，学习期限 2-4 年。

In general, the educational system is 3 years, and the duration of the program is 2-4 years.

中国政府奖学金生若延期毕业，需向国家留学基金管理委员会和所在国驻中国大使馆申请延长奖学金资格，否则需自费学习。

If the international students subsidized by Chinese government scholarship postpone their graduation, they must apply to the China Scholarship Council and the embassy of their countries in China to extend their periods for scholarship qualification; otherwise they will have to study at their own expense.

六、课程设置与学分

VI. Curriculum and Credit Requirements

硕士生的课程学习实行学分制。要求各学科硕士生应修满的学分数为：总学分应不少于 31 学分，其中学位课不少于 22 学分。课程体系框架如下：

The course study of postgraduates implements credit system. The total credits shall be no less than 31 credits, including no less than 22 credits for degree courses. The curriculum framework is as follows:

1. 学位课 (不少于 22 学分), 其中:

1. Degree courses (no less than 22 credits), including:

(1) 公共课 (10 学分): 汉语综合(1): 4 学分(64 学时)

(1) Public courses (10 credits): Chinese Comprehension (1): 4 credits (64 class hours);

汉语综合(2): 4 学分(64 学时)

Chinese Comprehension (2): 4 credits (64 class hours);

中国概况(英文): 2 学分(32 学时)

Introduction to China (English): 2 credits (32 class hours);

数学基础课或基础理论课: 不少于二门课程, 4 学分。

Basic mathematics courses or basic theoretical courses: No less than 2 courses, 4 credits.

学科基础课及学科专业课总学分不得少于 8 学分。

The total credits of basic courses and specialized courses of the discipline shall be no less than 8 credits.

2. 必修课程与必修环节 (6 学分), 其中:

2. Compulsory courses and required links (6 credits), including:

(1) 研究生科学道德与学术规范: 1 学分。

(1) Scientific Ethics and Academic Norms for Postgraduates: 1 credit.

(2) 专题课程/seminar 课程: 1 学分

(2) Program Course/Seminar Course: 1 credit.

专题课程/seminar 课程结合本领域学术前沿和研究生学位论文的选题进行设置。课程可采用教师讲授与研究生研讨相结合的方法进行学习。

Program course/seminar course shall be set up in combination with the academic frontiers in this field and the topic of master dissertation. The courses can be conducted by the combination of professor teaching with master dissertation.

专题课程在研究生学位论文阶段完成。

The program course should be completed in the process of master dissertation.

(3) 实践环节: 1 学分

(3) Practice Links: 1 credit.

实践环节包括实验教学、专业生产实践以及教学实践等。在第二、第三学期应安排研究生参加实践, 如讲授大学本科课程的部分章节, 参与指导课程设计、实习、实验、辅导答疑、课堂讨论等教学环节, 或结合科研课题到生产单位参加调研或项目开发等实践工作, 或依托

本学科重点实验室、实践教学基地等开设具有特定主题的系列实验课或以实验为主的专题；或与学科应用技术相关的硬件、软件设计或系统设计；或在本学科重点实验室、实践教学基地等进行工程设计、实验设备安装调试或协助实验室教师指导本科生完成实验教学等实验工作。总工作量应达到 80 学时或 10 个工作日。

The practice links include experimental teaching, professional production practice and teaching practice, etc. In the second and third semesters, postgraduates are arranged to participate in practice, such as teach some chapters of undergraduate courses, guide curriculum design, take an internship, do experiments, supervise and answer questions, and participate in classroom discussion and other teaching links, or participate in practical work such as research or project research and development in the production unit in combination with scientific research tasks, or set up a series of experimental courses or experiment-based seminars with specific topics relying on the key laboratories and practical teaching bases of the discipline; or set up hardware and software design or system design related to the applied technologies of the discipline; or carry out engineering design, installation and debugging of experimental equipment in key laboratories and practical teaching bases of this discipline, or assist laboratory teachers to guide undergraduates to complete experimental teaching. The total workload should reach 80 class hours or 10 working days.

(4) 学术活动: 1 学分, 要求硕士生至少参加 6 次学术报告;

(4) Academic Activities: 1 credit, postgraduates are required to participate in at least 6 academic reports;

(5) 文献综述与开题报告: 1 学分;

(5) Literature Review and Thesis Proposal: 1 credit;

(6) 论文中期检查: 1 学分。

(6) Mid-term Review of the Thesis: 1 credit.

学士阶段非本学科的硕士生应补修若干本学科学士阶段主干课程。补修课程不计入总学分。课程设置见附表。

Postgraduates who are not in their own disciplines at the bachelor stage should take several major courses of bachelor stage of the disciplines designated by their supervisors. Supplementary courses are not included in the total credit. See the schedule for curriculum.

3. 非学位选修课:

3. Non-degree optional courses:

学生根据本人情况, 可选修其他学科专业课和研究生课程目录上的课程, 使总学分不少于 31 学分。

Postgraduates can take specialized courses of other disciplines and courses in the catalogue of postgraduate courses according to their own situation, and the total credits shall be no less than 31 credits.

七、科学研究及学位论文要求

VII. Requirements for Scientific Research and Degree Thesis

科学研究与学位论文工作是研究生培养的重要组成部分，是培养硕士研究生独立思考、勇于创新的精神和从事科学研究或担负专门技术工作能力的重要手段。硕士研究生应在导师指导下独立完成硕士学位论文工作。

Scientific research and degree thesis are important parts of postgraduate training, and important ways to cultivate postgraduates' independent thinking, innovative spirit and the ability to undertake scientific research or specialized technical work. Postgraduates should independently complete the master dissertation under the guidance of their supervisors.

1. 文献综述与开题报告

1. Literature review and thesis proposal

硕士生入学后应在导师指导下，查阅文献资料，了解学科发展现状和动态，尽早确定课题方向，完成论文选题。学位论文的选题一般应结合本学科的研究方向和科研项目，鼓励面向国民经济和社会发展的需要选择课题。在确定学位论文工作的内容和工作量时应全面考虑硕士研究生的知识结构、工作能力和培养年限等方面的特点。

After the enrollment, postgraduates shall consult the literature, understand the current development situation and trends of the discipline, determine the research direction as soon as possible, and complete the topic selection of the dissertation under the guidance of their supervisors. The topic selection of degree thesis shall generally be combined with the research direction and scientific research projects of the discipline and the selection of topics meeting the needs of national economic and social development are encouraged. When determining the content and workload of degree thesis work, the supervisor shall fully consider the knowledge structure, work abilities, training duration and other characteristics of postgraduates.

硕士开题由学院统一组织。硕士生开题时间一般在第二学期的期末前，开题时间距离申请答辩日期一般不少于一学年。

The thesis proposal is uniformly organized by the school. The thesis proposal is generally required to be completed at the end of the second semester and one academic year before the application date of thesis defense.

文献综述与开题报告包括的主要内容主要是：课题来源及研究背景和意义；国内外在该方向的研究和发展情况及分析；论文的主要研究内容；研究方案及进度安排，预期达到的目标；为完成课题已具备和所需的条件和经费；预计研究过程中可能遇到的困难和问题以及解决的措施；主要参考文献。文献综述与开题报告的基本要求为：字数应在 5000 字以上；阅读的主要参考文献在 20 篇以上，其中外文文献不少于 10 篇。

The main contents of literature review and thesis proposal include: topic source and the background and significance of the research; the research, development and analysis in the direction at home and abroad; the main research contents of the paper; the research program and

schedule, and the expected goals; the conditions and funds that are available and necessary for the completion of the topic; the difficulties and problems that may be encountered in the research process and the measures to solve them; the main references and so on. The basic requirements of literature review and thesis proposal include: more than 5,000 words; more than 20 main references, including no less than 10 in foreign languages.

对文献综述与开题报告工作的具体要求见《华北电力大学硕士研究生必修环节实施细则》。开题报告通过者给予 1 学分。

For the specific requirements of literature review and thesis proposal, please refer to the Detailed Rules for the Implementation of Required Links for Postgraduates in North China Electric Power University. Those who pass the thesis proposal review shall be given 1 credit.

2. 论文中期检查

2. Mid-term review of the thesis

硕士研究生的学位论文中期检查一般在第四学期末完成，其中申请 2 年毕业的研究生要求在第三学期末完成。中期检查的主要内容为：论文工作是否按开题报告预定的内容及进度进行；已完成的研究内容及结果；目前存在的或预期可能会出现的问题；论文按时完成的可能性等。对学位论文工作中期检查的具体要求见《华北电力大学硕士研究生必修环节实施细则》。

The mid-term review of master dissertation is usually completed at the end of the fourth semester, and postgraduates applying for graduation after two-year study are required to complete it at the end of the third semester. The main contents of the mid-term review: whether the thesis work is consistent with the contents and schedule of the thesis proposal; the completed research contents and results; the existing or expected problems; the possibility of completing the dissertation on time. For the specific requirements of mid-term review of the thesis work, please refer to the Detailed Rules for the Implementation of Required Links for Postgraduates in North China Electric Power University.

论文中期检查通过者给予 1 学分。

Those who pass the mid-term review of the thesis shall be given 1 credit.

3. 学位论文撰写

3. Degree thesis writing

硕士学位论文是硕士生科学研究工作的全面总结，是描述其研究成果、反映其研究水平的重要学术文献资料，是申请和授予硕士学位的基本依据。学位论文撰写是硕士生培养过程的基本训练之一，必须按照规范认真执行，具体要求见《华北电力大学研究生学位论文撰写规范》。

Master dissertation is a comprehensive summary of postgraduates' scientific research work, is an important academic literature that describes their research achievements and reflects their research level, and is the basis for applying for and awarding master's degrees. Dissertation writing is one of the basic training in the training process of postgraduates, which must be carried

out conscientiously in accordance with the norms. For specific requirements, please refer to Norms for the Master Dissertation Writing of North China Electric Power University.

4. 学位论文评审与答辩

4. Review and defense of degree thesis

硕士学位论文的评审与答辩按照《华北电力大学研究生学位论文评审和答辩的有关规定》等相关规定执行。攻读硕士学位留学生在学期间应积极参加本学科的国内外学术交流活动，鼓励其在毕业前公开发表学术论文。

The review and defense of master dissertation shall be carried out in accordance with the Relevant Provisions on the Review and Defense of Master Dissertation of North China Electric Power University. During the period of studying for a master's degree, international postgraduates should actively participate in academic exchange activities at home and abroad and they are encouraged to publish academic papers related to their research work.

八、提前毕业条件

VIII. Conditions for Early Graduation

研究生申请两年毕业者,应具备下列条件:

Postgraduates applying for 2-year graduation should meet the following conditions:

- (1) 课程成绩没有不及格记录;
- (1) There is no record of failing the courses;
- (2) 平均成绩在 80 分以上;
- (2) The average score is above 80;
- (3) 应有国际期刊或者中国国内公开学术出版物发表论文 1 篇及以上
- (3) One or more papers shall be published in international journals or domestic public academic publications;
- (4) 研究生导师为研究生培养的第一责任人, 需导师明确同意学生提前毕业。
- (4) The supervisor is the person of primary responsibility for postgraduate training, so the supervisor shall give express consent on the postgraduate's early graduation.

附表：公共管理一级学科学术学位硕士研究生培养方案（留学生）课程设置表（英语授课）

**Schedule:Curriculum (Taught in English) of Training Program for Postgraduates
(International Student) in First-level Discipline of Public Administration**

类别 Category	课程名称 Course name	学时 Class hour	学分 Credit	考核方式 Assessment mode	开课学期 Semester of the course	备注 Remarks		
学位课 (不少于22学分) Degree courses (no less than 22 credits)	公共课 Public courses (10学分) (10 credits)	汉语综合(1) Chinese Comprehension (1)	64	4.0	考试 Exam	1		
		中国概况(英文) Introduction to China (English)	32	2.0	考试 Exam	1		
		汉语综合(2) Chinese Comprehension (2)	64	4.0	考试 Exam	2		
	(不少于4学分) (no less than 4 credits) 基础理论课 Basic theoretical courses	公共管理学 Public Administration	48	3	考试 Exam	1		
		政治学理论与方法 Theory and Method of Political Science	32	2	考试 Exam	1		
	统筹设置, 不少于8学分 An overall planning shall be provided, and the total credits shall be no less than 8 credits.	(不少于4学分) 学科基础课 (No less than 4 credits) Basic courses of the discipline	公共政策基本理论与方法 Basic Theories and Methods of Public Policies	32	2	考试 Exam	1	
			比较政府与政治 Comparative Government and Politics	32	2	考试 Exam	2	
			公共行政学前沿 Frontier of Public Administration	32	2	考试 Exam	2	
			公共部门人力资源管理 Human Resource Management of Public Sector	32	2	考试 Exam	2	
			公共经济学 Public Economics	32	2	考试 Exam	1	
(不少于4学分) 学科专业课 (No		专业英语 Specialty English	16	1	考试 Exam	2		
		社会科学研究方法 Research Methods of Social Science	32	2	考试 Exam	1		

类别 Category	课程名称 Course name	学时 Class hour	学分 Credit	考核方式 Assessment mode	开课学期 Semester of the course	备注 Remarks
	less than 4 credits) Specialized courses of the discipline	非政府组织研究 Research on Non-governmental Organizations	32	2	考试 Exam	1
	政府监管体制 Government Regulatory System	32	2	考试 Exam	2	
	组织行为学 Organizational Behavior	32	2	考试 Exam	2	
非学位课 Non-degree courses	必修课程与必修环节(6学分) Compulsory courses and required links (6 credits)	研究生学术道德与学术规范 Academic Ethics and Academic Norms for Postgraduates		1	考查 Review of performance	1
		专题课程/seminar Special Course/Seminar		1	考查 Review of performance	1
		实践环节(实验、实践) Practice Links (Experiment, Practice)		1	考查 Review of performance	答辩前 Before thesis defense
		学术活动(报告、讲座 6次) Academic Activities (6 Reports and Lectures)		1	考查 Review of performance	答辩前 Before thesis defense
		文献综述与选题报告 Literature Review and Thesis Proposal		1	考查 Review of performance	3
		论文中期检查 Mid-term Review of the Thesis		1	考查 Review of performance	4
	选修课(不少于3学分) Optional courses (no less than 3 credits)	政治学、行政学经典著作选读 Selected Readings in Classics in Political Science and Administration	32	2	考查 Review of performance	2
		行政法 Administrative Law	32	2	考查 Review of performance	2
		能源政策研究 Energy Policy Research	32	2	考查 Review of performance	2
		电力体制改革专题研究 Monographic Study on Electric Power System Reform	32	2	考查 Review of performance	2

类别 Category	课程名称 Course name	学时 Class hour	学分 Credit	考核方式 Assessment mode	开课学期 Semester of the course	备注 Remarks
	社会保障与社会救济 Social Security and Social Relief	32	2	考查 Review of performance	2	
	社会问题与社会政策 Social Problems and Social Policies	32	2	考查 Review of performance	2	