## CABINET OF MINISTERS OF UKRAINE NATIONAL UNIVERSITY OF LIFE AND ENVIRONMENTAL SCIENCES OF UKRAINE

#### **CURRICULUM OF**

## training specialists in 2013 academic year

Educational and qualification level "Master"

Knowledge area 1801 "Specific categories"

Specialty 8.18010020 "Management of Educational institution"

Specialization Production-oriented

Master Programs "Management activity in higher educational institutions of I-II levels of accreditation"

"Management activity in higher educational institutions of III-IV levels of accreditation"

"Management activity in technical schools"

"Management activity in comprehensive educational institutions"

Form of Study Full time

Term of study 1,5 years based on the educational and qualification level «Bachelor»

Manager of the company, enterprise and organization (in the sphere of

Qualification education and production training)

## Realization of the Master program is performed by

TSI (Training and scientific institute) Natural Sciences and Humanities

Faculty Pedagogical

Chair Methodology of teaching and management of the educational institutions

### I. CURRICULUM OF TRAINING

# a) specialists of the educational and qualification level "Master" 2013 specialty 8.18010020 "Management of Educational institution"

									20	13 y	ear																							20	014y	ear																
dy	Se	epte	emb	er		Oct	obei	•	1	Nove	mbe	r		D	ecen	nbe	r	•	Janu	ary			Fe	brua	ry			Ma	rch			Ap	ril			Ma	ay			J	une	:			Ju	ıly			F	Augı	ust	
f stu	2	9	16	5 23	30	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	1 18	8 25
ar o																																														1						
Ye	8	15	22	2 29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	7 24	4 31
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	) 51	1 52
I						В	В	В	В	В	В	В	В	В	В			_	_	:	:	T	T	T	T	T	T	Т	T	T	T	T	T	T	T	T	T	T	T	:	:	I	I I	_	_	_	_	_	_	.   _	-	-

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fstu	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29
Year of study																		
Ye	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
II					:	X	X	X	X	X	X	II	II	II	//			

## **Symbols:**

	Theorethical training	:	Examination period	_	Vacations	II	Writing and defense of master's thesis	X	Productive practice	В	Theoretical training and educational unseparated from the process of study practice	Т	Theoretical training and productive oriented unseparated from the process of study practice	//	State certification
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## II. CURRICULUM OF THE TRAINING

		Tot amo		kn coi	orms on the control (sem.)	lge	Lect		asses (h			ctical ning	Individual work	hou with	ributio rs per v in an a ear an	week icad.
								i	ncludir	ıg			al v	S	emester	rs
№	Disciplines					ork			<b>&gt;</b>		ve	nal e	ap	S	emeste	r
		ırs	lits	ms	ts	×	ह्य	es	tor	cal ng	ıcti	tio	livi	1	2	3
		hours	credits	exams	tests	Course work	Total	Lectures	Laboratory classes	Practical training	Productive	Educational practice	Ind		ber of v semest	
						$\sim$		I	La	P t		H		17	18	4
1	2	3	4	5	6	7	8	9	10	11	12	15	16	17	18	19
			GULAT													
	1.1. Cycle			n and		econo			s*							
1	Financial and economiccal activity management	108	3,0		2		34	16		18			74		2	
2	Audit and management activity assessment	90	2,5		1		34	16		18			56	2		
3	Management psychology	90	2,5	1			34	16		18			56	2		
4	Civil protection	54	1,5		1		16	8		8			38	1		
5	Social and ecological work safety	72	2,0		3		16	8		8			56			4
Total	number	414	11,5	1	3	0	134	64	0	70			280	5	2	4
	V	cle of na			(funda	ament								1		
1	Legal framework of educational institution	90	2,5	2			34	16		18			56		2	
2	Organizations theory	90	2,5	2			34	16		18			56		2	
3	Educational institution management	144	4,0	1		1	34	16		18			110	2		
4	Work content management	72	2,0		2		18	10		8			54		1	
Total	number	396	11	3	1	1	120	58	0	62			276	2	5	0
		Cycle of 1		onal a		actica	1		1	1		1		1		
1	Educational institution manager	90	2,5		2		16	8		8			74		1	
2	Educational activity management	144	4,0	3		3	24	12		12			120			6
3	Labor resources management	144	4,0	2		2	34	16		18			110		2	
4	Information connections management	72	2,0		3		16	8		8			56			4
5	Management techniques	108	3,0		2		34	16		18			74		2	
6	Labour protection within branch of knowledge	54	1,5	1			16	8		8			38	1		
7	Information technologies in education	144	4,0	1			52	18	34	0			92	3		
Total	number	756	21,0	3	3	3	192	86	34	72			564	4	5	10

1	2	3	4	5	6	7	8	9	10	11	12	15	16	17	18	19
Total	according to regulatory part	1566	43,5	7	7	4	446	208	34	204			1120	11	12	14
			SELEC													
		<b>2.1. Dis</b>														
	2.1.1. Cyc			an and	l socio	-econo		_	es*	T	1			1	1	
1	Business foreign language	108	3,0	1			34	0		34			74	2		
2	Education philosophy	90	2,5		1		34	16		18			56	2	_	
Total	number	198	5,5	1	1	0	68	16	0	52	0	0	130	4	0	0
		. Cycle of	•	sional	and pi	ractica					1			1		
1	Education technologies	144	4,0	2		<u> </u>	52	18	34	0			92		3	
	Master program "Ma			ty in (	compre	ehensi			l institu	1	1					
2	Work organization at schools	54	1,5		1		16	8		8			38	1		<u> </u>
3	Civil protection of school staff	90	2,5		3		16	8		8			74			4
	Master pr			ment	activit	y in te			ls"	Ι ο	1		- 20	1 4	ı	
2	Marketing and image activity of educational institution	54	1,5		1		16	8		8			38	1		<u> </u>
3	Management sociology	90	2,5		3		16	8		8	30, ,0	••	74			4
	Master program "Management			er edu	cationa	al inst			l levels	1	editatioi 	1"	20	1	ı	π
2	Higher education and Bologna process	54 90	1,5		1		16	8		8			38	1		<u> </u>
3	Management sociology	, 0	2,5		3	• ••	16	8	<b>.</b>	8	704 40	••	74			4
2	Master program "Management a			educa	ational	instit			V level	1	reditatio	on''	20	1	1	
2	Higher education and Bologna process	54	1,5		1		16	8		8			38	1		
3	Intellectual property and law-based activity in agricultural	90	2,5		3		16	8		8			74			4
Total	and ecology spheres number	288,0	8,0	2	4	0	84	34	34	16	0	0	204	1	3	4
	chosen by university	486,0	13,5	4	3	0	152	50	34	68	U	U	334	5	3	4
Total	chosen by university		isciplin			-		30	34	UO			334	3	3	4
	2.2.1	. Cycle of						ina*								
	Document management and business communication in	T		siviiai		actica										
1	educational institution management	144	4,0		2		50	18	0	32			94		3	
	Master program "Master program	anagemen	t activi	tv in c	rompre	hensi	ve edu	rationa	l institi	utions"	1			I.		
	Modern program products and internettechnologies in				·				- IIIgui							
2	education	108	3,0		1		34	16		18			74	2		
3	Psycho and psychophysical training	108	3,0		1		34	16		18			74	2		
	Master pr	ogram "N		ment	activit	v in te	echnica	l schoo	ls"					I.	1	
2	Conflictology	108	3,0		1	Ĭ	34	16		18			74	2		
	Modern program products and internettechnologies in	100			1		2.4		10					2		
3	education	108	3,0		1		34	16	18	0			74	2		
		4			4.	1	• 4 4 •	et ti		•	701	••				
	Master program "Management	<u>acti</u> vity i	n highe	e <u>r e</u> du	<u>cation</u>	<u>al i</u> nst	<u>itution</u> :	<u>s ot</u> 1-11	<u>l levels</u>	of accr	<u>edit</u> atioi	1"				

1	2	3	4	5	6	7	8	9	10	11	12	15	16	17	18	19
3	Personnel management	108	3,0		1		34	16		18			74	2		
	Master program "Management a	ctivity in	higher	educa	tional	instit	utions	of III-I	V level	s of acc	reditatio	on"				
2	Modern program products and internet technologies in education	108	3,0		1		34	16	18	0			74	2		
3	Modern education models	108	3,0		1		34	16		18			74	2		
Total	number	252,0	7,0	0	2	0	84	34	0	50			168	2	3	0
Total	number of elected part	738,0	20,5	2	6	0	236	84	34	118			502	7	6	4
Total	for specialty	2304	64				682	292	68	322			1622			
Pract	ical training of practice	576	16,0								504	72				
Writi	ng and defense of master's thesis	360	10,0													
Total	number of other types of work	936	26													
Numb	per of exams			9										4	4	1
Numb	per of tests				13									4	5	3
Numb	per of course works			•		3								1	1	1
Total	according to the educational and qualification level	3240	90	•			682	292	68	322	504	72	1622	18	18	18

<sup>\*</sup>Cycles of disciplines according to the requirements of standards for higher education, approved later than 27.08.2010, EQC and OPP.

#### III. THE STRUCTURE OF THE CURRICULUM

Disciplines	hours	credits	%
Regulatory educational disciplines	1566	43,5	48,3
1.1. Cycle of humanitarian, social and economic training*	414	11,5	12,8
1.2. Cycle of natural science (fundamental) training*	396	11	12,2
1.3. Cycle of professional and practical training*	756	21	23,3
2. Elective academic disciplines	738	20,5	22,8
2.1. Disciplines chosen by University	594	16,5	18,3
2.1.1. Cycle of humanitarian, social and economic training*	198	5,5	6,1
2.2.1. Cycle of professional and practical training*	288	8	8,9
2.2. Disciplines chosen by students	252	7,0	7,8
2.2.1. Cycle of professional and practical training*	252	7,0	7,8
3. Other kinds of the workload	936	26	28,9
Total according to the educational and qualification level	3240	90	100

<sup>\*</sup>Cycles of disciplines according to the requirements of standards for higher education, approved later than 27.08.2010, EQC and OPP.

## IV. CONSOLIDATED DATA OF BUDGET TIME (BY WEEKS)

Year of study	Theoretical training	Examination period	Practical training	Writing and defense of master's thesis	State certification	Vacations	Total number
1	35	4	28	2	-	11	52
2	4	1	6	3	1	-	15
Total number by educational and qualification level	39	5	6 (34)	5	1	11	67

#### V. PRACTICAL TRAINING

№	Kind of practice	Semester	Hours	Credits	Number of weeks
1	Educational (unseparated from the process of study, evaluation of specialty) practice	1	72	2	10
2	Productive oriented (unseparated from the process of study) practice	2	216	6	18
3	Productive oriented (predegree) practice of specialty	3	288	8	6

#### VI. COURSE WORKS AND PROJECTS

№	The name of the discipline	Hours	Credit	Course paper	Course project
1	Educational institution management	18	0,5	+	
2	Labor resources management	18	0,5	+	
3	Educational activity management	18	0,5	+	

#### VII. STATE CERTIFICATION

№	The component of the certification	Hours	Credits	Number of weeks
1	Writing and defense of master's thesis	360	10	6