


JSC «K.Kulazhanov Kazakh University of Technology and Business»	EP 26/01-18-2025	
Educational program	Edition 4	

## EDUCATIONAL PROGRAM

**7M04144 - State and Local Government**  
*code and name of the educational program*

Level: Master's (scientific and pedagogical direction)




Approved  
 by the Board of Directors of JSC  
 «K.Kulazhanov KazUTB» " 02 " 04 20 25,  
 protocol No. 3

Recommended  
 by the Academic Council of JSC  
 «K.Kulazhanov KazUTB» " 28 " 03 20 25,  
 protocol No. 8


**Astana – 2025**

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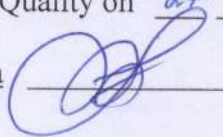
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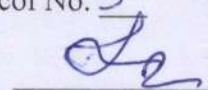
## Preface

The educational program "7M04144 - State and Local Government" was developed in accordance with the State Compulsory Standard of Higher Education / Postgraduate Education, approved by the order of the Minister of Science and Higher Education of the Republic of Kazakhstan dated July 20, 2022 No. 2, as well as on the basis of professional standards (if any), and also, on the basis of professional standards, «Planning and analysis of company's resources» dated December 26, 2019, No. 263, "Project Management" dated December 26, 2019, No. 263 and "Teacher (faculty) of higher and (or) postgraduate education organizations" dated November 20, 2023, No. 591.

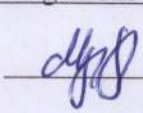
The educational program "7M04144 - State and Local Government" was approved at the meeting of the Council on Academic Quality on "24" 03 2025, protocol No. 4


Chairman L. K. Baibolova 

The educational program "7M04144 - State and Local Government" was approved at the meeting of the Commission on Academic Quality of the Faculty "Economics and business" on "20" 12 2024, protocol No. 3

Chairman K.S. Mustafayev 

The educational program "State and local government" was developed and discussed at the meeting of the department "Economics and Management" dated "29" 12 2024, protocol No. 5

Head of the department M.K. Makysh 


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### Approval sheet

Educational program " 7M04144 - State and local government "  
(code and name of the EP)

#### APPROVED BY:

Vice-Rector for Administrative Affairs	 _____	E. Askarbekov	" <u>27</u> " <u>03</u> 202 <u>5</u>
Head of the Educational and Methodological Department	 _____	B. Bayadilova	" <u>27</u> " <u>03</u> 202 <u>5</u>
Head of the Production and Technical Department State Institution "Office of the Akim of Almaty District, Astana City"	 _____	A. Bisegulov	" <u>19</u> " <u>12</u> 202 <u>4</u>
President of the Public Association "Uly Dala Association for the Development of Rural Business"	 _____	A. Bekmurzaeva	" <u>19</u> " <u>12</u> 202 <u>4</u>
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## 1 Passport of the educational program

International Standard Classification of Education (ISCED) level	7
National Qualification Framework (NQF) level	7
Sectoral Qualifications Framework (SQF) level	7
Code and name of the field of education	7M04 Business, Management and Law
Direction of training	7M041 Business and Management
Number and name of the group of educational programs	M071 State and Local Government
Code and name of the educational program (EP)	7M04144 State and Local Government
Educational program profile	Scientific and pedagogical
goal of the educational program	Training of highly qualified personnel in the field of public administration and public service, possessing professional knowledge, managerial skills and competencies for the effective implementation of public policy.
completion criterion of an educational program	120 academic credits
language of instruction of the educational program	Russian, kazakh
Distinctive features of the educational program	-
Partner University	-

## 2 Qualification characteristics of a graduate of an educational program

Degree awarded	Master of Economics in the educational program "7M04144-State and Local Government"
Field of professional activity	State and local government; development and implementation of public policy; management of socio-economic development; administrative consulting; research and teaching activities.
Types of professional activities	Managerial; Organizational and analytical; Scientific and research; Pedagogical; Consulting; Project.
Object of professional activity	Public authorities and local governments; Government agencies and the quasi-public sector; Research and analytical centers; Educational organizations; International and non-governmental organizations; Business structures (in terms of interaction with the state and social responsibility).
Functions of professional activity	development of methodological foundations for the analysis and evaluation of financial and economic processes in state and local government, application of modern analysis methods in the preparation of scientific research in the field of public administration, assessment of the effectiveness of

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	resource use in state and local government, monitoring the effectiveness of state and local programs, formation and development of professional teams in the field of public administration, application of methods of motivation and evaluation of staff performance, conducting training and mentoring activities within the framework of pedagogical activities, developing strategies for internal and external communication of government bodies, planning activities for interaction with the public and the media, preparing recommendations for improving the communication policy of government agencies, developing risk management mechanisms in the implementation of programs and projects, developing and implementing educational programs in the system of higher and postgraduate education. educational institutions; performing scientific research within the framework of academic and applied tasks.
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### 3 Requirements for the content of the educational program

Name of cycles and disciplines	Workload in academic credits
<b>Cycle of basic disciplines (BD)</b>	<b>35</b>
University component	20
Component of choice	15
<b>Cycle of major disciplines (MD)</b>	<b>53</b>
University component	10
Component of choice	30
Research practicum	13
<b>The scientific research work of a master's student, including the completion of an internship and the preparation of a master's thesis</b>	<b>24</b>
<b>Final certification</b>	<b>8</b>
<b>Total</b>	<b>120</b>

### 4 Competency map of the educational program «7M04144-State and Local Government»

Competence map of the educational program	Learning outcome code	Learning Outcome (according to Bloom's Taxonomy)
Behavioral skills and personality traits (Softskills)	LO 1	She speaks a foreign language at a level that allows her to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.
	LO 2	Applies knowledge of the methodological foundations of higher school pedagogy and professional knowledge and skills in teaching, conducting scientific research

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	LO 3	Uses scientific knowledge in the methodological and methodological support of the study of the financial and economic activities of the organization
	LO 4	Applies methods of research and analysis of current trends in the public sector, assessing the impact of the micro-macroeconomic environment, taking into account the goals of sustainable development of the state.
	LO 7	Applies knowledge of psychology and ethics in solving managerial tasks, in planning professional and personal growth
Digital competencies (Digital skills)	LO 6	He is able to use information and communication technologies in management in the development of government programs, national and scientific projects.
	LO 9	He is able to communicate with various representatives of society through various technologies
Professional skills (Hardskills)	LO 5	Uses fundamental and theoretical knowledge in the field of public administration in applying the levers of public administration at various levels of government structures and local self-government
	LO 8	Develops risk response measures in state and local government

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### 5 Learning outcomes of the educational program and modules

Key competences	Learning Outcomes (LO) for the educational program	Name of module	Learning outcomes for the module	Name of disciplines that form learning outcomes
Behavioral skills and personality traits (Softskills)	LO 1 She speaks a foreign language at a level that allows her to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.	Basic disciplines module	He uses a foreign language at a level that allows him to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.	History and philosophy of science Foreign language (professional)
	LO 2 Applies knowledge of the methodological foundations of higher school pedagogy and professional knowledge and skills in teaching, conducting scientific research		Uses the methodological foundations of higher school pedagogy and professional knowledge and skills in the process of teaching and conducting scientific research.	Higher school pedagogy Pedagogical practicum
	LO 3 Uses scientific knowledge in the methodological and methodological support of the study of the financial and economic activities of the organization	State regulation of the economy	Uses scientific knowledge for methodological support of research in the field of financial and economic activities, with an emphasis on the analysis of economic policy of Kazakhstan and the practice of state regulation of the economy in foreign countries.	Economic policy of Kazakhstan/ State regulation of the economy of foreign countries
		Risk management and competitiveness of the state	Defines a research strategy for studying financial and economic processes in an organization using methods of scientific methodology, approaches to tax administration and	Commercialization of scientific developments Organization of the tax service in the Republic of Kazakhstan



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Scientific-research work		principles of commercialization of scientific developments.	Methods of scientific research
<p>LO 4 Applies methods of research and analysis of current trends in the public sector, assessing the impact of the micro-macroeconomic environment, taking into account the goals of sustainable development of the state.</p>	<p>Administration of the state and the economy</p>	<p>Carries out research and analysis of current trends in the public sector, taking into account the influence of micro- and macroeconomic factors and focusing on the goals of sustainable development.</p>	<p>Research practice Micro-macroeconomic analysis Public administration and sustainable development</p>
	<p>Risk management and competitiveness of the state</p>		
<p>LO 7 Applies knowledge of psychology and ethics in solving managerial tasks, in planning professional and personal growth</p>	<p>Administration of the state and the economy</p>	<p>He applies methods of research and analysis of current trends in the public sector, relying on statistical tools, approaches to assessing the effectiveness of public administration and the concept of national innovation systems.</p>	<p>Evaluating the effectiveness of public administration Statistics in public administration National innovation systems Analysis and evaluation of government programs and projects</p>
	<p>State regulation of the economy</p>		
<p>LO 6 He is able to use information and communication technologies in management in</p>	<p>Risk management and competitiveness of the state</p>	<p>Carries out research on current trends in the public sector, assesses the impact of economic factors on the sustainable development and competitiveness of the national economy.</p>	<p>Competitiveness of the national economy</p>
	<p>Risk management and competitiveness of the state</p>		
<p>Digital competences</p>	<p>Risk management and competitiveness of the state</p>	<p>Evaluates psychological and ethical principles in solving managerial tasks and shaping an individual trajectory of professional and personal growth, taking into account the norms of professional ethics and conflict management strategies.</p>	<p>Management psychology Service ethics and conflict management in the public service</p>
<p>Digital competences</p>	<p>Risk management and competitiveness of the state</p>	<p>He uses information and communication technologies in management activities in the</p>	<p>Information technologies in public administration</p>

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Professional skills (Hardskills)	the development of government programs, national and scientific projects.	development and implementation of government programs, national and scientific projects, relying on modern digital tools used in the public administration system.		Public relations	
	LO 9 He is able to communicate with various representatives of society through various technologies	Uses modern means of communication and public communication technologies to interact with various social groups, including in the context of public relations tasks.		Theory and practice of public administration Institutional theory of the state State management of the company's territorial organization	
	LO 5 Uses fundamental and theoretical knowledge in the field of public administration in applying the levers of public administration at various levels of government structures and local self-government	Applies fundamental and theoretical knowledge in the field of public administration for the sound use of management levers at various levels of government and local government, taking into account the institutional foundations, territorial organization of society and the practice of public administration.		Risk management in public administration	
	LO 8 Develops risk response measures in state and local government	Evaluates potential risks in state and local government and forms reasonable response measures using modern risk management approaches.		Preparation and defense of a master's thesis (PDMT)	
	LO 1- LO 9	Final certification			

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### 6 The relationship between the attainability of the formed learning outcomes according to the educational program and academic disciplines

№	Name of the discipline	Brief description of the discipline	Number of credits	Formed learning outcomes (codes)								
				LO1	LO2	LO3	LO4	LO5	LO6	LO7	LO8	LO9
Cycle of basic disciplines University component												
1	Foreign language (professional)	The purpose of the course is to acquire and improve competence in accordance with international standards of foreign language education, allowing the use of a foreign language as a means of communication in the intercultural, professional and scientific activities of the future master. The study of the discipline contributes to the training of highly qualified specialists who are able to compete in the labor market.	4	+								
2	History and philosophy of science	The purpose of studying the discipline is to philosophically comprehend science, comprehend the factual and ideological content of the stages of its development with the further use of acquired knowledge and skills in theoretical and practical professional activities. The course focuses on analyzing the main philosophical and methodological problems that arise in science at the present stage of its development, and gaining insight into	4	+								



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	the trends in the historical development of science.																							
3	Higher school pedagogy	The objective of the course is aimed at developing pedagogical competence, mastering teaching methods and techniques, as well as modern educational technologies and their application in higher education practice. The course content covers the design and delivery of academic classes, the implementation of innovative pedagogical approaches, and the development of professional pedagogical thinking.	4	+																				
4	Management psychology	The objective of the course is aimed at mastering the methods of teaching psychological and managerial disciplines and instructional technologies that ensure the development of managerial and communication competencies. The course explores psychological mechanisms of management, methods of teaching them, as well as instructional technologies used in academic and professional education.	4																					
Cycle of basic disciplines Elective component																								
5	Micro-macroeconomic analysis	After studying the course, undergraduates will be able to understand the processes taking place in the domestic markets of goods,	5																					



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	resources, in general in the national economy, use micro-macroeconomic theories and quantitative data to analyze the impact of state policy in Kazakhstan, as well as exogenous and endogenous, including geopolitical factors on market equilibrium. The discipline instills in students the skills of building micro-macroeconomic models in a closed and open economy.																			
6	National innovation system	The course forms undergraduate systematic and in-depth knowledge of the theoretical and methodological foundations of the relationship between the innovation system and information resources, the content of innovative interests, economic entities in the market economy. This discipline allows to understand the role of national innovation systems in practice, to master and consolidate the main methodological, methodical and practical principles of analysis and assessment of the main parameters of development of national innovation systems in the economy and transition to an innovative model of socio-economic development.	5																	
7	Evaluating the effectiveness of public administration	The purpose of the discipline is to study methods and tools for analyzing the effectiveness and quality of government agencies. The course	5																	





	of collecting, processing and analyzing statistical data in the development of state programs and national projects, budgets of state bodies of various levels, departments and organizations using appropriate applications.																						
10	Management of the national economy	The purpose of the discipline is to study the theoretical, methodological and methodological foundations of antimonopoly regulation, and planning and forecasting of the national economy, to have the skills to carry out appropriate scientific and organizational work to substantiate the economic policy of the state, to determine the targets of the upcoming period and to develop medium-term plans for the socio-economic development of the country and its administrative-territorial regulation of macroeconomic processes.	5	+																			
Cycle of major disciplines University component																							
11	Methods of scientific research	The course forms undergraduates' ideas about the methodology and methods of psychological and pedagogical research, including the use of artificial intelligence at various stages of scientific research, as well as their use in organizing their own scientific research and research work	5	+	+																		



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	in their professional activities. Students will master digital data analysis tools and automated scientific information search systems.																			
12	Theory and practice of public administration	The purpose of studying the discipline is the formation of modern knowledge among undergraduates about the theory and practice of public administration, local government and self-government, the experience of the formation and functioning of various state bodies, local government and self-government, as well as practical skills and abilities to identify and analyze current problems and trends in the development of public administration.	5																	
Cycle of major disciplines Elective component																				
13	Analysis and evaluation of government programs and projects	Formation of knowledge, skills and abilities to carry out expert and analytical work in the field of evaluating the effectiveness of the implementation of state programs for the development of the region, the formation of an information base, the selection of indicators and criteria necessary to assess the effectiveness of the implementation of state programs and projects, the analysis of priority national projects and development programs of the Republic of	5																	



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14	State regulation of the economy of foreign countries	Kazakhstan. The study of the theory of the functioning of financial systems of individual developed countries, the peculiarities of the use of individual financial instruments in specific economic situations. The study of the possibilities of applying foreign experience in the organization of public finance in domestic conditions, Assessing the financial system and the system of public administration of foreign countries.	5	+																	
15	Public administration and sustainable development	The purpose of the course is to form undergraduates' knowledge, skills and abilities that allow the use of social and environmental factors in the development of state programs, national projects, regional and local development plans, the transition from traditional models of economic development to a sustainable type, the harmonization of targets in the field of public administration.	5																		
16	State Administration of Territorial Organizational Society	The purpose of mastering the discipline is to form a holistic view of the fundamentals of state and local government, the peculiarities of its formation and development, the idea of the organization and functioning at all levels of government institutions, their administrations, their interaction	5																		





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19	Commercialization of scientific developments	The purpose of the course is an in-depth study of the theoretical issues of the process of commercialization of scientific developments, familiarization with the main goals, principles, directions and legal framework of the state scientific and technical policy of Kazakhstan, acquisition of skills of independent development of the methodology of commercialization of scientific developments with a view to their effective commercial implementation and competent state management of innovations.				+							
20	Competitiveness national economy.	The purpose of the discipline is to study the factors, strategies and mechanisms that ensure economic growth and global competitiveness of a country. The course covers key theoretical approaches to competitiveness, assessment and comparative analysis methods, as well as government regulatory tools to enhance competitive advantages. The world competitiveness ratings (Global Competitiveness Index, Ease of Doing Business, Human Development Index) and their impact on the country's economic strategy are considered.	5			+							
21	Organization of the tax service in	The study by undergraduates of the basics of the organization of tax	5			+							




	the Republic of Kazakhstan	authorities, the methodology of income and expenditure planning by functional groups, the principles of building the budget system, tax legislation, determining the place in the development and management of the state economy and increasing importance in market relations, mastering the skills of practical calculations of specific types of taxes.	5									
22	Public relations	The discipline introduces students to modern concepts in the field of public relations as the most important element of communication between the state and society, mastering new effective technologies for supporting government decisions through the media, interaction with business, the public, representatives of NGOs, various segments of society through the implementation of individual PR projects and government programs.	5									+
23	Service ethics and conflict management in the public service	The study of the basic principles and norms of administrative ethics as ethics in public administration, as well as modern requirements for the culture of managerial activity of civil servants, entrepreneurs and businessmen, political and public figures, as well as the essence and sources of conflicts in organizations, the role and functions of the conflict	5							+		



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24	Economic Policy of Kazakhstan	management manager. The purpose of mastering the discipline is to prepare undergraduates for future professional activity on the basis of the formation of a modern level of economic knowledge that allows an objective assessment of trends in the development of a modern state. Particular attention is paid to the implementation of national priorities of its development and the formation of appropriate directions for the implementation of economic policy.	5	+						
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### 7 Alignment of planned learning outcomes with assessment technologies and teaching methods within the module

Learning Outcomes (LO) Number	Planned learning outcomes for the module	Assessment technologies (tools)	Methods of learning and teaching
LO1	He uses a foreign language at a level that allows him to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.	Colloquium, essay, oral interview, testing, control work	Brainstorming, test tasks, and a set of control tasks based on options.
LO2	Uses the methodological foundations of higher school pedagogy and professional knowledge and skills in the process of teaching and conducting scientific research.	Control work, presentation, testing, case task, oral interview.	Brainstorming, test tasks, solving situational problems, a set of control tasks according to options.
LO3	Uses scientific knowledge for methodological support of research in the field of financial and economic activities, with an emphasis on the analysis of economic policy of Kazakhstan and the practice of state regulation of the economy in foreign countries. Defines a research strategy for studying financial and economic processes in an organization using methods of scientific methodology, approaches to	Abstract, essay, oral interview, testing, control work, case task.	Round table, discussion, interview, situational problem solving, a set of control tasks according to options.




	<p>tax administration and principles of commercialization of scientific developments.</p>		
<p>LO4</p>	<p>Carries out research and analysis of current trends in the public sector, taking into account the influence of micro- and macroeconomic factors and focusing on the goals of sustainable development. He applies methods of research and analysis of current trends in the public sector, relying on statistical tools, approaches to assessing the effectiveness of public administration and the concept of national innovation systems. Carries out research on current trends in the public sector, assesses the impact of economic factors on the sustainable development and competitiveness of the national economy.</p>	<p>Project protection, abstract, creative work, calculation and graphic work</p>	<p>Brainstorming, test tasks, situational problem solving</p>
<p>LO5</p>	<p>Applies fundamental and theoretical knowledge in the field of public administration for the sound use of management levers at various levels of government and local government, taking into account the institutional foundations, territorial organization of society and the practice of public administration.</p>	<p>Case task, handover of calculation and graphic work, control work, testing, presentation.</p>	<p>Brainstorming, test tasks, solving situational problems, a set of control tasks according to options.</p>
<p>LO6</p>	<p>He uses information and communication technologies in management activities in the development and implementation of government programs, national and scientific projects, relying on modern digital tools used in the public administration system.</p>	<p>Colloquium, abstract, essay, testing, case task.</p>	<p>Discussion, test tasks, situational problem solving, brainstorming.</p>
<p>LO7</p>	<p>Evaluates psychological and ethical principles in solving managerial tasks and shaping an individual trajectory of professional and personal growth.</p>	<p>Case task, handover of calculation and graphic work, control work, testing, presentation.</p>	<p>Brainstorming, test tasks, solving situational problems, a set of control tasks according to options.</p>

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	taking into account the norms of professional ethics and conflict management strategies.		
LO 8	Evaluates potential risks in state and local government and forms reasonable response measures using modern risk management approaches.	Colloquium, abstract, essay, testing, case task.	Discussion, test tasks, situational problem solving, brainstorming.
LO 9	Uses modern means of communication and public communication technologies to interact with various social groups, including in the context of public relations tasks.	Project method, abstract, essay, testing, control work	Round table, discussion, brainstorming, test tasks, situational problem solving

### 8 Correlation of learning outcomes of the educational program with the labor functions of professional standards (if any)


Name of the professional standards used	Professions at level 6 and/or 7 of the SQF	Labor functions	Tasks	Learning outcomes for the educational program
«Planning and analysis of company's resources» 26.12.2019 year., №263	Head of Budget Planning (Chief Economist)	Methodological support of financial and economic activity of the organization	<p>Task 1: Methodological support of financial and economic activity of the organization.</p> <p>Task 2: Conducting studies of financial and economic activities of the organization.</p> <p>Task 2: Management of financial and economic activities of the organization</p>	<p>LO 3 Uses scientific knowledge in the support of the study of the financial and economic activities of the organization</p> <p>LO 5 Uses fundamental and theoretical knowledge in the field of public administration in applying the levels of government structures and local self-government</p> <p>LO 4 Applies methods of research and analysis of current trends in the public sector, assessing the impact of the micro-macroeconomic environment, taking into account the goals of</p>

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					sustainable development of the state.
Requirements for personal competencies					
« Project management » Head of Programs and Portfolios	Honesty, honesty, integrity, diligence, responsibility, attentiveness, neatness, discipline, poise.				
« Project management » Head of Programs and Portfolios	of LF 6: Program and/or resource management	Task 2: Team development and management	Task 2: Team development and management	LO 7 Applies knowledge of psychology and ethics in solving managerial tasks, in planning professional and personal growth	
	LF 7: Program and/or communications management	Task 1: Communications management planning	Task 1: Communications management planning	LO 6 He is able to use information and communication technologies in management in the development of government programs, national and scientific projects.	
	LF 8: Risk management программы и/или портфеля	Task 2: Monitoring communications	Task 2: Monitoring communications	LO 9 He is able to communicate with various representatives of society through various technologies	
		Task 1: Risk management planning	Task 1: Risk management planning	LO 8 Develops risk response measures in state and local government	
Requirements for personal competencies	Teamwork, leadership, self-reflection and self-management, performance and self-control, self-confidence and persuasiveness, personal integrity and reliability, creativity, results-orientation, productivity, negotiation, openness in communication, communication skills, observation, trust building, political awareness, cultural awareness, understanding of internal values of project participants, coaching skills, ethical behavior.				
«Teacher (faculty) of higher and postgraduate education organizations»	LF 1: Training in Education, PGCE/ Teacher, Senior Lecturer/Senior Lecturer in Education, PGCE	Skill 1: Ensuring the required level of academic competencies of students	Skill 1: Ensuring the required level of professional competencies of students	LO 7 Applies knowledge of psychology and ethics in solving managerial tasks, in planning professional and personal growth	
20.11.2023 year № 591	LF 2: Conducting scientific research in Education, PGCE	Skill 2: Ensuring the required level of academic competencies of students	Skill 2: Ensuring the required level of professional competencies of students	LO 2 Applies knowledge of the methodological foundations of higher school pedagogy and professional knowledge and skills in teaching, conducting scientific research	



<p>LF 3: Implementation of scientific and methodological work</p>	<p>research skills in learners Skill 1: Scientific and methodological processes of TVET</p>	<p>LO 1 She speaks a foreign language at a level that allows her to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.</p>
<p>LF 4: Socialization of young learners</p>	<p>Skill 1: Promotion of social values among students Skill 2: Familiarizing students with the values of their chosen profession</p>	<p>LO 2 Applies knowledge of the methodological foundations of higher school pedagogy and professional knowledge and skills in teaching, conducting scientific research</p>
<p>Additional labor function: Interaction with higher education stakeholders</p>	<p>Skill 1: Interaction with internal stakeholders Skill 2: Interaction with external stakeholders</p>	<p>LO 7 Applies knowledge of psychology and ethics in solving managerial tasks, in planning professional and personal growth LO 1 She speaks a foreign language at a level that allows her to carry out the main types of professional activities, including analysis and discussion of scientific and philosophical aspects in the professional field.</p>
<p>Requirements for personal competencies</p>		<p>Friendliness, communication skills, empathy, stress tolerance, emotional poise, professional and social responsibility, ability to develop teaching and research skills.</p>

JSC «K.Kulazhanov Kazakh University of Technology and Business»	EP 26/01-18-2025	
Educational program	Edition 4	

## 9 Graduate model

GRADUATE MODEL			
Professional standard: ««Planning and analysis of company's resources» dated December 26, 2019, No. 263, "Project Management" dated December 26, 2019, No. 263 and "Teacher (faculty) of higher and (or) postgraduate education organizations" dated November 20, 2023, No. 591.	Competencies (soft skills, digital skills)		
	Attributes of a graduate	knowledge	Skills
	analyzes complex socio-economic and political phenomena from the perspective of strategic planning and a systematic approach in public administration applies modern information and communication technologies in planning, implementing and monitoring projects in the field of public administration plans and implements the educational process using modern pedagogical technologies uses digital technologies to improve the effectiveness of public processes and educational activities	-Theories of state and local government - Institutional theory of the state -National and international economic concepts - methodology of scientific and pedagogical research - legislation in the field of civil service and education -rules for the evaluation and monitoring of government programs - standards of professional ethics and official conduct - risk management methods	-assessment of socio-economic and political trends -forecasting of sustainable development -scientific analysis of government programs and initiatives -development and implementation of innovative solutions - organization of the educational process at the university -communication with different categories of stakeholders -formation of professional values among students
	Professional skills (hard skills)		
He is proficient in financial and economic analysis, budgeting, and performance evaluation of government and corporate structures; applies modern methods of risk management, strategic planning in the field of state and local government; analyzes macro- and microeconomic indicators to justify strategic decisions; uses digital platforms, OT tools and analytical systems, including working with big data and its visualization, for management and training; participates in the organization of innovation and project activities, including the development and implementation of digitalization and sustainable development programs; prepares analytical and scientific materials (reports, abstracts, articles) and participates in conferences.			

ТИПИЧНЫЙ УЧЕБНЫЙ ПЛАН / ТИПİK OKU JOŞ PAIRI / TÜRSCİ CURRICULUM  
 Типичное государственное и местное управление / Memleketlik және Жергілікті басқару / State and local government

Модуль № / Module №	Тема / Topic / Тақырып / Describing №	Құрамы / Content / Құрамы / Describing №	Құрамы / Content / Құрамы / Describing №	Құрамы / Content / Құрамы / Describing №	Негізгі пәндер мен мамандықтар бойынша сағаттар саны / Number of working time (hours)										Семестр бойынша бөлу / Distribution of semesters				Барлығы / Total for module
					Барлық сағаттар / Total hours	Теориялық сағаттар / Theory hours	Лабораториялық сағаттар / Laboratory hours	Жұмыс сағаттары / Work hours	Семестрлік бақылау / Semester exam	Қосымша сағаттар / Additional hours	1-ші семестр / 1st semester	2-ші семестр / 2nd semester	3-ші семестр / 3rd semester	4-ші семестр / 4th semester	1-ші курс / 1st year	2-ші курс / 2nd year	3-ші курс / 3rd year	4-ші курс / 4th year	
<b>Базалық пәндер модуль / Базалық білімдік пәндер / Basic disciplines module</b>																			
Модуль № 1 / Module № 1	1	Басқару психологиясы / Psychology of management / Management psychology	БП1 ЖРК БД1 ББК БС1 (С)С	PU 5203-25 PU 5203-25 PU 5203-25	1	4	120	45	30	15	15	15	15	60	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	2	Жоғары мектептің педагогикасы / Higher school pedagogy	БП1 ЖРК БД1 ББК БС1 (С)С	PYSB 5203-25 PYSB 5203-25 PYSB 5203-25	1	4	120	45	30	15	15	15	15	60	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	3	Шет тіл (ағылшын) / Foreign language (professional)	БП1 ЖРК БД1 ББК БС1 (С)С	FL 01 5201-25 FL 01 5201-25 FL 01 5201-25	1	4	120	45	30	15	15	15	15	60	0 + 3 + 0	19	По выбору обучающегося / By student's option		
	4	Ғылым тарихы мен философиясы / History and philosophy of science	БП1 ЖРК БД1 ББК БС1 (С)С	HPS 5204-25 HPS 5204-25 HPS 5204-25	1	4	120	45	30	15	15	15	15	60	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	5	Педагогикалық практика / Pedagogical practice	БП1 ЖРК БД1 ББК БС1 (С)С	PaPr 5205-25 PaPr 5205-25 PaPr 5205-25	2	4	120	0	0	0	0	0	0	0	4 атна / 4 weeks	19	По выбору обучающегося / By student's option		
	6	Мамандықтану тәжірибесі / The scientific research work of a master's student	РҰЖ ЖРК НІРМ ББК НІРМ БС (С)С	NIRM 5401-25 NIRM 5401-25 NIRM 5401-25	1	4	120	0	0	0	0	0	0	0	4 атна / 4 weeks	19	По выбору обучающегося / By student's option		
<b>Мемлекеттік басқару және экономикалық пәндер / Государственное управление и развитие экономики / Administration of the state and the economy</b>																			
Модуль № 2 / Module № 2	1	Микро-экономикалық талдау / Микро-экономикалық талдау / Micro-economic analysis	БП1 ТК БД1 ББК БС1 (С)С	ММА 5206-25 ММА 5206-25 ММА 5206-25	1	5	150	45	30	15	15	15	15	90	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	2	Ұлттық экономикалық басқару / Управление национальной экономикой / Management of the national economy	БП1 ЖРК ПД1 ББК БС1 (С)С	UNE 5205-25 UNE 5205-25 UNE 5205-25	2	5	180	45	30	15	15	15	15	90	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	3	Мемлекеттік басқару теориясы мен тәжірибесі / Теория и практика государственного управления / Theory and practice of public administration	БП1 ЖРК ПД1 ББК БС1 (С)С	TRK 5302-25 TRK 5302-25 TRK 5302-25	2	5	180	45	30	15	15	15	15	90	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	4	Мемлекеттік басқару және ұлттық даму / Государственное управление и развитие / Public administration and national development	БП1 ТК ПД1 ББК БС1 (С)С	GU 606-25 GU 606-25 GU 606-25	3	5	150	45	30	15	15	15	15	90	2 + 1 + 0	19	По выбору обучающегося / By student's option		
	5	Мемлекеттік бағдарламалар мен жобаларды талдау және бағалау / Анализ и оценка государственных программ и проектов / Analysis and evaluation of government programs and projects	БП1 ТК ПД1 ББК БС1 (С)С	ASPr 606-25 ASPr 606-25 ASPr 606-25	3	5	150	45	30	15	15	15	15	90	2 + 1 + 0	19	По выбору обучающегося / By student's option		

6	Мемлекеттік басқару жүйесіндегі өзгерістер және жаңа технологияларды енгізу және қолдану Поиск, анализ, оценка и внедрение новых технологий в систему государственного управления	ҒҖЖ (ЖҚ) ИВР (ВБ) КҰА (ОУ)	5003 5307-25 5003 5307-25 5003 5307-25	2	6	78	135	90	45	0	45	270	Білім алушының тақырып бойынша По выбору обучающегося By student's option
Барлығы / Итого по модулю / Total for module													
<b>Мемлекеттік басқару жүйесіндегі өзгерістер және жаңа технологияларды енгізу және қолдану / Risk management and competitiveness of the state</b>													
1	Мемлекеттік басқарудағы статистика Статистика государственного управления Statistics in public administration	БДП (ПК) БДП (ВБ) ІІС (ІС)	SMU 5306-25 SMU 5306-25 SMU 5306-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
2	Ұлттық инновациялық жүйелер Национальные инновационные системы National innovation system	БДП (ПК) БДП (ВБ) ІІС (ІС)	NSR 5306-25 NSR 5306-25 NSR 5306-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
3	Мемлекеттік басқару тиімділігі бағалау Оценка эффективности государственного управления Evaluating the effectiveness of public administration	БДП (ПК) БДП (ВБ) ІІС (ІС)	ORCU 5307-25 ORCU 5307-25 ORCU 5307-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
4	Риск-менеджмент в государственном управлении Risk management in public administration	БДП (ПК) БДП (ВБ) ІІС (ІС)	RMGU 5307-25 RMGU 5307-25 RMGU 5307-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
5	Ғылыми зерттеулерді коммерциализация Коммерциализация научных разработок Commercialization of scientific developments	БДП (ПК) ЦДП (ВБ) АС (ІС)	KNR 5304-25 KNR 5304-25 KNR 5304-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
6	Административтік ұйымдардың ұйымдық мемлекеттік әкімшілігі Государственное управление территориальной организацией State Administration of Territorial Organizational Society	БДП (ПК) ЦДП (ВБ) АС (ІС)	GTUO 5303-25 GTUO 5303-25 GTUO 5303-25	2	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
7	Қызметтің этика және мемлекеттік қызметшінің жамақатпен өзара іс-қимылдауы Служба этика и управление конфликтами на государственной службе Service ethics and conflict management in the public service	БДП (ПК) ЦДП (ВБ) АС (ІС)	SEUKGS 6307-25 SEUKGS 6307-25 SEUKGS 6307-25	3	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
8	Қазақстан Республикасында салық қызметшінің ұйымдастыру Организация налоговой службы в Республике Казахстан Organization of the tax service in the Republic of Kazakhstan	БДП (ПК) ЦДП (ВБ) АС (ІС)	ONSBR 6307-25 ONSBR 6307-25 ONSBR 6307-25	3	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
9	Мемлекеттік басқарудағы ақпараттық технологиялар Информационные технологии в государственном управлении Information technologies in public administration	БДП (ПК) ЦДП (ВБ) АС (ІС)	ITGU 6308-25 ITGU 6308-25 ITGU 6308-25	3	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
10	Қоғаммен байланыс Связь с общественностью Public relations	БДП (ПК) ЦДП (ВБ) АС (ІС)	SO 6308-25 SO 6308-25 SO 6308-25	3	5	150	45	30	15		45	90	Білім алушының тақырып бойынша По выбору обучающегося By student's option
11	Мемлекеттік басқарудағы ғылыми-зерттеу жұмысы Научно-исследовательская работа магистранта The scientific research work of a master's student	ҒҖЖ (ЖҚ) ИВР (ВБ) КҰА (ОУ)	NIRM 6403-25 NIRM 6403-25 NIRM 6403-25	3	5	150	0				45	450	Білім алушының тақырып бойынша По выбору обучающегося By student's option
Барлығы / Итого по модулю / Total for module													
<b>Ғылыми-зерттеу жұмысы / Научно-исследовательская работа / Scientific research work</b>													
1	Зерттеу практикасы Исследовательская практика Research practicum	БДП (ЖҚ) ИВР (ВБ) КҰА (ОУ)	IP 6303-25 IP 6303-25 IP 6303-25	4	13	390	0						Білім алушының тақырып бойынша По выбору обучающегося By student's option
2	Ғылыми зерттеулер әдістері Методы научных исследований Methods of scientific research	БДП (ЖҚ) ЦДП (ВБ) АС (ОУ)	MNS 5301-25 MNS 5301-25 MNS 5301-25	1	5	150	45	30	15		45	2 + 1 + 0	Білім алушының тақырып бойынша По выбору обучающегося By student's option
Барлығы / Итого по модулю / Total for module													

Модуль / Module № 3

Модуль / Module № 4



## САРАПТАМАЛЫҚ ҚОРЫТЫНДЫ

**Білім беру бағдарламасына 7M04144 – Мемлекеттік және жергілікті басқару  
Даярлау бағыты бойынша 7M041 – Бизнес және басқару**

**Білім беру бағдарламасын әзірлеу бойынша серіктес білім беру ұйымы**

**Қ. Құлажанов атындағы қазақ технология және бизнес университеті, Астана қаласы,  
Қазақстан Республикасы.**

### **Білім беру бағдарламасының жалпы сипаттамасы**

«Мемлекеттік және жергілікті басқару» магистратура деңгейіндегі білім беру бағдарламасы Ұлттық біліктілік шеңбері, салалық біліктілік шеңберлері және кәсіби стандарттар негізінде әзірленген.

Бағдарламаның мақсаты – Мемлекеттік саясатты тиімді жүзеге асыру үшін кәсіби білімі, басқарушылық дағдылары мен құзыреттері бар мемлекеттік басқару және мемлекеттік қызмет саласында жоғары білікті кадрларды даярлау.

Бағдарламаның өзектілігі мемлекеттік сектордағы реформаларды іске асыру, цифрлық басқаруды енгізу, жергілікті өзін-өзі басқару жүйесін жетілдіру, сондай-ақ кәсіби мемлекеттік аппарат қалыптастыру қажеттілігімен негізделеді. Оның жаңалығы – практикалық бағыттылығының, жобалық оқыту мен шешім қабылдау модельдеріне негізделуінде.

Білім беру бағдарламасы тұжырымдалған мақсаттарға, жұмыс берушілер мен білім алушылардың сұраныстарына толық сәйкес келеді. Қалыптасатын құзыреттер мен оқыту нәтижелері қазіргі мемлекеттік қызметтің талаптарына сай өзекті және маңызды. Бағдарлама ерекше білім беру қажеттіліктері бар тұлғаларға да бейімделе алады.

### **Білім беру бағдарламасының құрылымын сипаттау және бағалау**

Бағдарламаның құрылымы базалық және бейіндік пәндердің үйлесімділігін қамтамасыз етеді. Базалық пәндер мемлекеттік басқарудың теориялық негіздерін, заманауи басқару әдістерін, көшбасшылық пен этиканы қамтиды. Бейіндік пәндер стратегиялық жоспарлау, жергілікті басқару, мемлекеттік қызметтегі инновациялар, цифрлық трансформация және мемлекеттік қаржы сияқты бағыттарды тереңірек зерттеуге бағытталған.

Пәндердің мазмұны түлектің құзыреттілік моделіне толық сәйкес келеді және олардың кәсіби қызметіне қажетті дағдыларды қалыптастырады. Кәсіби практика бағдарламалары нақты мемлекеттік органдар мен әкімдіктер базасында ұйымдастырылып, білім алушыларға тәжірибелік міндеттерді орындауға, аналитикалық есептер жасауға, жобалар әзірлеуге мүмкіндік береді.

### **Жалпы қорытынды**

«7M04144 – Мемлекеттік және жергілікті басқару» білім беру бағдарламасы өңірлік және ұлттық еңбек нарығында жоғары сұранысқа ие. Бағдарлама қазіргі білім, ғылым және мемлекеттік басқару саласындағы талаптарға сәйкес келеді. Мамандарды даярлау сапасы жоғары, теория мен практиканың үйлесімі қамтамасыз етілген, түлектер мемлекеттік секторда, зерттеу ұйымдарында, халықаралық жобаларда тиімді жұмыс атқара алады.

### **Білім беру бағдарламасын пайдалану немесе жетілдіру бойынша ұсыныстар**

Кәсіби практика базаларын әртараптандыру және өңірлік әкімдіктермен интеграцияны кеңейту.

### **Эксперт:**

Л.Н. Гумилев атындағы

Еуразия ұлттық университетінің

«Менеджмент» кафедрасының профессоры,

экономика ғылымдарының докторы, профессор



Б.С. Толысбаев

## EXPERT OPINION

on the Educational Program "7M04144 – State and Local Administration"  
(code and name of the educational program according to the Classifier of Fields of Higher and Postgraduate Education)

Field of Study: Business and Management  
(code and name of the field according to the Classifier of Fields of Higher and Postgraduate Education)

Partner Organization Involved in the Development of the Program:  
(Full name of the enterprise/partner organization – an employer from near or far abroad of the relevant profile, country, city)

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### 1. General Characteristics of the Educational Program

The educational program "7M04144 – State and Local Administration" (academic and pedagogical track) has been developed in accordance with the National and Sectoral Qualifications Frameworks and the following professional standards:

- "Activity in the Field of Planning and Analysis of Firm Resources";
- "Management of a Small (Medium) Firm" (Order No. 263 by the Deputy Chairman of the Board of the National Chamber of Entrepreneurs of the Republic of Kazakhstan "Atameken", dated December 26, 2019);
- "Teacher (faculty staff) of higher and/or postgraduate education institutions" (Order No. 591 dated November 20, 2023).

#### Program Goal:

To train highly qualified personnel in public administration and civil service, equipped with professional knowledge, managerial skills, and competencies for effective implementation of state policy.

This goal is aligned with the field of study "Business and Management". Learning outcomes correspond to the program objectives and are based on Level 7 of the Dublin Descriptors, expressed through competencies.

The program is relevant and forms a comprehensive set of competencies in accordance with the requirements of the State Compulsory Educational Standard (GOSO) and labor market demands. Its development involved both employers and students. The program also considers the principles of inclusive education.

The relevance of the educational program is reflected in the development of modern modules, the learning outcomes of which are competencies required for the dynamic development of contemporary society.

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### 2. Description and Evaluation of the Program Structure

The educational program consists of 120 academic credits, distributed as follows:

**Basic disciplines:** 35 credits

(20 – university component; 15 – elective component)

- **Specialized disciplines:** 53 credits
- (19 – university component; 25 – elective component; 9 – research internship)
- **Master's research work:** 24 credits
- **Final attestation (Master's thesis/project):** 8 credits

The program structure fully complies with the requirements of the GOSO of the Republic of Kazakhstan.

The curriculum integrates:

- **Soft skills:** behavioral and personal competencies

- **Digital skills:** proficiency in digital technologies
- **Hard skills:** professional knowledge and abilities

The content of the research internship and master's research work is aligned with the types of professional activities the graduate is expected to perform.

The program includes a comprehensive **Graduate Model**.

The curriculum structure is logical and consistent, based on the characteristics of the disciplines mastered by students. These disciplines address current challenges in the field of state and local administration and are aligned with the graduate's competency profile.

The **individual learning trajectory** is supported through a wide range of elective components. Assessment forms and procedures are defined in course syllabi, internship programs, and the final attestation program.

### 3. Final Conclusion

The educational program "7M04144 – State and Local Administration" (academic and pedagogical track) in the field of "Business and Management" is highly relevant and in demand at both the regional and national levels of the labor market in the Republic of Kazakhstan.

It meets modern standards of education, science, and production organization, as well as the current trends in public and local administration.

The quality of the curriculum content is not in doubt. The program ensures a high level of graduate training and may be effectively implemented for the training of master's students in the framework of the "7M04144 – State and Local Administration" program.

### 4. Recommendations for Implementation or Improvement

It is recommended for implementation in the educational activities of the Kazakh University of Technology and Business named after K. Kulazhanov.

#### Expert:

Chukurna Olena,  
 Doctor of Economics Sciences, Professor,  
 Professor of the Department of Management and Marketing,  
 Dean of the Faculty of Business and Social Communications  
 State University of Intelligent Technologies and Telecommunication (SUITT),  
 Odesa, Ukraine

*(signature)*

Підпис посвідчує  
 Начальник ВК  
 11.06.2025



*D. Kerim*

## Экспертное заключение

на образовательную программу 7M04144 – Государственное и местное управление

по направлению подготовки 7M041 – Бизнес и управление

Наименование организации образования Казахский университет технологии и бизнеса имени К. Кулажанова, г Астана, Республика Казахстан.

### **Общая характеристика образовательной программы**

Образовательная программа «Государственное и местное управление» разработана в соответствии с Национальной рамкой квалификаций, отраслевыми рамками квалификаций и профессиональными стандартами, утвержденными в Республике Казахстан.

Цель ОП - Подготовка высококвалифицированных кадров в сфере государственного управления и государственной службы, владеющих профессиональными знаниями, управленческими навыками и компетенциями для эффективной реализации государственной политики.

Актуальность образовательной программы обусловлена необходимостью эффективной реализации государственных реформ, децентрализации власти, цифровизации государственного управления, а также развитием человеческого капитала в госсекторе. Программа отличается своей новизной и уникальностью, благодаря акценту на практико-ориентированный подход, взаимодействие с государственными органами, кейс-методами и проектным обучением.

Программа полностью отвечает целям подготовки магистров, учитывает потребности работодателей, обучающихся и соответствует задачам государственной кадровой политики. Также предусмотрена адаптация содержания и форм обучения для лиц с особыми образовательными потребностями.

### **Описание и оценка структуры образовательной программы**

Структура образовательной программы включает базовые и профилирующие дисциплины, охватывающие современные подходы к государственному и местному управлению, стратегическому планированию, государственным финансам, лидерству в государственном секторе, цифровизации госуслуг, а также оценке эффективности деятельности госорганов.

Учебный план сбалансирован и обеспечивает формирование как общих (аналитических, коммуникативных, исследовательских), так и профессиональных компетенций. Рабочие учебные программы дисциплин соответствуют компетентностной модели выпускника.

Профессиональная практика (научно - педагогическая, исследовательская) соответствует видам профессиональной деятельности магистрантов. Практики проходят в акиматах, министерствах, аналитических центрах и других структурах государственного сектора, что способствует формированию у обучающихся практических навыков.

### **Общее заключение**

Образовательная программа 7M04144 - «Государственное и местное

управление» востребована на региональном и национальном рынке труда, особенно в условиях модернизации государственного сектора. Она соответствует современным требованиям образования, науки и практики, направлена на формирование лидеров государственного управления нового поколения.

Программа демонстрирует высокое качество содержания, подготовки специалистов и обладает высоким потенциалом для подготовки конкурентоспособных магистров, способных работать в условиях быстро меняющейся административной и экономической среды.

**Рекомендации по использованию или усовершенствованию образовательной программы**

Расширить блок элективных дисциплин с учетом актуальных вызовов: смарт-городское управление, устойчивое развитие, открытое правительство.

**Эксперт:**

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Б.С. Толысбаев