



**Master in
Electoral Policy & Administration**



**Scuola Superiore
Sant'Anna**
di Studi Universitari e di Perfezionamento

With the support of International Idea



Master in Electoral Policy & Administration

I Edition (based on the Model Curriculum designed by International IDEA)

Academic Year 2015-2016

Scuola Superiore Sant'Anna, Pisa - Italy

www.mepa.sssup.it



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I Edition – Academic Year 2015-2016, Scuola Superiore Sant'Anna - Pisa, Italy

Description

This brochure is meant to present the Master in Electoral Policy and Administration (MEPA) to potential students and sponsors and to Election Management Bodies (EMBs).

MEPA is a one-year, post-graduate programme in comprehensive advanced learning on electoral processes for current and aspiring election professionals. It is based on the 2014 International IDEA designed “Model Curriculum – Master of Electoral Policy and Administration”. The Programme is especially beneficial for practitioners operating in developing democracies or post-conflict situations. The Programme involves Election Management Bodies (EMBs) as hosts of the internships and primary suppliers of students. The Programme is supported by a global network of universities (facilitating infrastructure) for additional research opportunities, guest lecturers, student exchanges, and special seminars. Instruction is delivered by professionals from all over the world with extensive experience in the field of electoral policy and practice.

Key Facts

Type of Course	Post-graduate professionalizing MA
Venue	Scuola Superiore Sant'Anna, Pisa, Italy – Residential phase Dedicated EMBs – Internship phase
Length	1 year
Dates	2 March 2015 – Spring 2016
Annual Number of Participants	28 (50% positions reserved for females)
Language	English
Weekly Commitment	30 hours per week
Academic Credits	Minimum 60 – Maximum 67
Tuition Fee	15.000 Euro ¹
Application deadline	15 September 2014/1 November 2014/5 January 2015 ²
Website	www.mepa.sssup.it/www.sssup.it/mepa/application
Degree Awarded	Master in Electoral Policy and Administration

Objectives

This Programme has three fundamental objectives: 1) to provide an academic and practitioner experience for those individuals already working as electoral administrators or seeking careers as electoral professionals; 2) to establish a source of professional education to fill the expanding labour market in electoral administration; 3) to reduce the gender gap in electoral administration by educating more women to become electoral executives. First, this Programme focuses on the development of the “electoral professional,” that is, on the creation of a common set of norms,

¹This tuition fee covers course attendance, tutorials, etc., but it does not cover living expenses, which (based on the prior experience of master students) are about 1.000 Euro on a monthly basis in Pisa. The registration fee

² Candidates are strongly recommended to apply by the first round, or as soon as they can (also in order to have enough time for visa procedures and for finding financial support).

behavioral standards, and qualifications to assume the professional responsibility of electoral administration. Second, to respond to a global, structural demand for qualified electoral administrators, this Programme offers a systematic and comprehensive approach to the education of electoral professionals. And third, there is a significant disparity between the number of men and women occupying senior positions at EMBs. This Programme will place a recruitment emphasis on female candidates, to achieve gender parity in class.

Background and Rationale

Voters around the world expect electoral administrators to possess the management skills to undertake a complex civilian operation, the political savvy to relate to parties and candidates, and above all, a strong sense of ethics and integrity to conduct a fair process. MEPA is intended to make a global contribution to such professionalization implementing, as a first pilot project, the Model Curriculum designed by International IDEA. In March 2013, International IDEA invited a group of distinguished experts from different world regions to discuss curriculum development for an electoral master programme. The initiative propelled the development of the International **IDEA Model Curriculum** for a Master Programme in Electoral Policy and Administration.

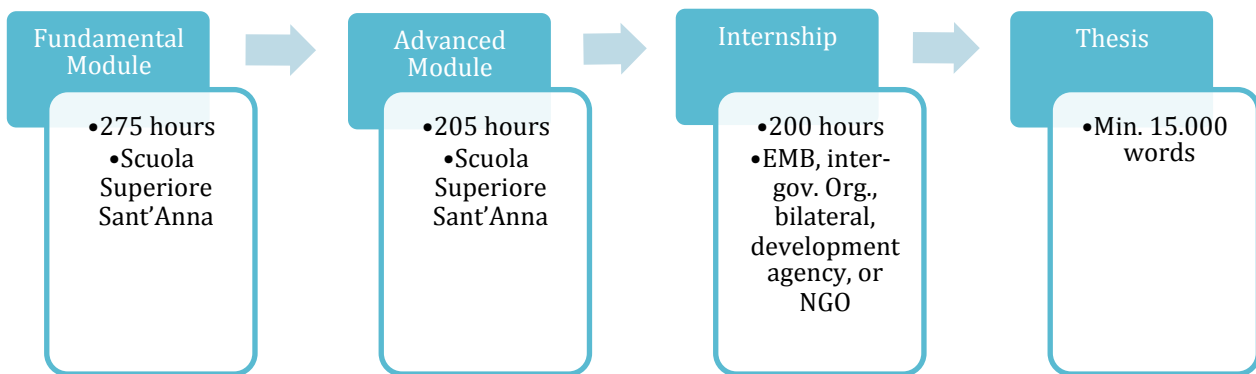
Scuola Superiore Sant'Anna is the first institution to pilot this International IDEA Model Curriculum for a MEPA. The MEPA Curriculum framework relies on the concept of the electoral cycle, pioneered by International IDEA Curriculum and is composed of 18 main topics.

No.	Topics
1	Elections and Voting as Instruments of Governance
2	Electoral Legal and Regulatory Frameworks
3	Electoral Management Bodies (EMBs)
4	Electoral Systems and Managing Representation
5	Understanding and Managing Boundary Delimitation
6	Political Parties, Campaigns, and Political Finance
7	Electoral Planning and Budgeting
8	Voter Registration and Identification Systems
9	Electoral Operations
10	Marginalized Electorates and Special Voting Programs
11	Elections and Technology
12	Civic and Voter Education
13	Media and Elections
14	Electoral Integrity and Malpractice
15	Electoral Security and Conflict Prevention
16	Electoral Justice Systems
17	Electoral Observation, Evaluation, and Validation
18	Policy Advice and Electoral Reform

International IDEA will facilitate the pilot of the IDEA Model Curriculum by offering the MA Programme its expertise and knowledge resources.

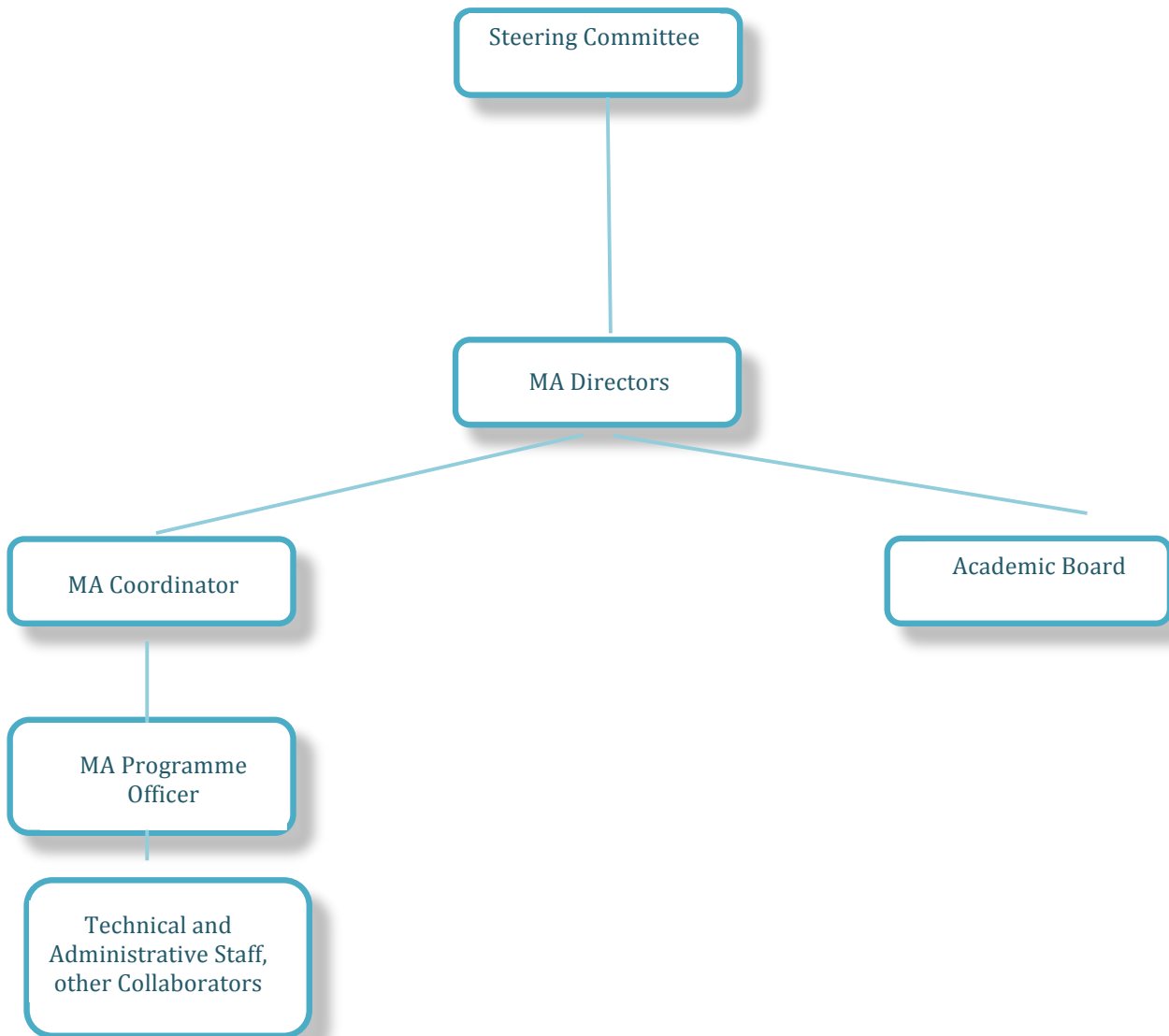
Structure

The MEPA Programme is composed of a Fundamental Module (275 hours) and an Advanced Module (205 hours) that will be taught at the Scuola Superiore Sant'Anna in Pisa, Italy. Students are then required to complete a 200 hours internship with an Election Management Body (EMB), inter-governmental organization, bilateral development agency, or a non-governmental organization working in the field of electoral processes, either in the field or at headquarters. Finally, students are required to complete a thesis (15.000 words minimum) on their area of electoral focus.



The Master Programme is overseen by the **Steering Committee** made up of representatives from institutions who have an interest in MEPA, and aim to monitor, advise and adjust the Programme, and act as accreditation bodies if the Programme expands to satellite campuses.

At the executive level, the Master Programme is run by two **Directors**, Prof. Andrea de Guttry and Jeff Fisher, who coordinate an **Academic Board** and supervise a Didactic Coordinator, a Programme Officer, the technical and administrative staff and other collaborators.



Who should apply?

All applicants interested in pursuing a full-time graduate study programme on electoral policy and practice, to fully understand their fieldwork as election administrators, or with professional objectives to work at Election Management Bodies (EMBs), inter-governmental organizations, foreign ministries, development agencies, legislatures, and non-governmental organizations. Over 70 prospective students have already posted their Expressions of Interest on the Sant'Anna School of Advanced Studies' website. Many of them hold managerial positions in EMBs from developing democracies, in particular from Africa, Asia and the Middle East.

Teaching/Training Methodology

Teaching methodologies include lectures, seminars, group work, role-playing, and presentations. Course content is developed by electoral academics and practitioners from different countries. It is this blend of study and practice that gives the curriculum a special depth. Courses will be taught by two categories of professors – Resident Professors and Visiting Professors. Special seminars may be taught by Visiting Lecturers.

The Venue, Scuola Superiore Sant'Anna

The Scuola Superiore Sant'Anna di Studi Universitari e Perfezionamento is a public, (special-statute) University that works in the field of applied sciences and it offers PhD programmes, Master degree programmes, professional degree courses and continuing education programmes. The Scuola Sant'Anna's scientific and research activities in the field of social sciences concentrate on innovation management, human rights, management of complex emergencies, development of civil society and governance. In 1995, the School established the International Training Programme for Conflict Management (ITPCM), a post-graduate programme, whose main aim is to respond to the training needs of personnel involved in international field operations. Since then, it has organized over 200 training events attended by more than 5000 trainees. It has expanded its activities to include research and advisory services in the areas of human rights, humanitarian assistance, project design, monitoring and evaluation and it has established itself as a leading institution in the sector, successfully offering its services to numerous national and international organisations (inter alia WFP, WHO, UNDESA, UNDPKO, UNITAR, UNSSC, EU Civil Protection, OSCE, African Union, the Italian Department for Civil Protection, the Italian Army, the Italian Ministry of Foreign Affairs, the US State Department).

The Scuola Superiore Sant'Anna is based in Pisa, Italy and it is the main campus for the Programme. The Scuola will be conducting and supervising the Foundation and Advanced Modules, that is, it will select the students, manage the instructors, provide the campus facilities, award the degrees, and carry out other academic responsibilities. The first edition of the MA Programme will be a pilot project, to be replicated in various parts of the world, since many distinguished universities have already expressed a strong interest in offering the same MA Programme. If the Programme expands to satellite campuses, the Scuola will oversee the academic structure of those satellite programs.

Services and Facilities

The specialist interest library is located in the historical setting of Sant'Anna's main campus, a former Benedictine nunnery of the XVth century. MA students will be able to access specialist interest – unique throughout Italy – collections, and large reference works, amounting to a total of about 64,000 books, 492 currently published journals, 17,000 titles of e-journals, and interdisciplinary and sectorial databanks.

The canteen offers daily meal options (including vegetarian), where the MA students can eat at lunch at no cost for the entire length of the residential phase in Pisa, during lesson and exam days. Students have free access to the computer rooms in the Scuola and wireless connection within the premises, and to the electronic resources of the library off-campus.

Funding and Scholarships

Everyone interested is highly welcome to apply. The Selection Committee will select the best applicants and assess the financial needs of those asking for financial support. A limited number of participants will be waived the tuition fee. The Scuola and the Programme Partners will provide further assistance in the search for funding opportunities.

The tuition fee for the Master Programme is **15.000 Euro**. It covers the following:

- Academic and tutorial costs
- Course materials
- Participation in seminars
- Access to the library
- Access to the computer rooms
- Lunch on lesson/exam days

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