



Sant'Anna School of Advanced Study
Online Master in

Electoral Policy & Administration

DESCRIPTION

MEPA is an **online Master Programme** providing advanced learning on electoral processes for current and aspiring election professionals. It targets mid/upper level professionals who want to acquire the specific knowledge and skills to work as election administrator, and/or to work as a part of Election Management Bodies (EMBs).

Boasting the most reputed international experts in this field, the Master Programme is based on the 2014 International IDEA designed "Model Curriculum – Master of Electoral Policy and Administration", which will be piloted for the first time.

MEPA is composed of an online component (eight months) and an optional residential component at the Scuola Superiore Sant'Anna in Pisa, Italy (up to three weeks). Internships are encouraged but they are not compulsory in order to earn the Master degree.

Individual modules are also available, leading to the attainment of a Certificate of Completion of the specific module taken.

KEY FACTS

TYPE OF COURSE	POST-GRADUATE PROFESSIONALIZING MA OR INDIVIDUAL MODULES ON ELECTORAL POLICY & ADMINISTRATION
LENGTH	1 YEAR: 8 MONTHS - ONLINE COMPONENT 3 MONTHS - PREPARATION OF THE THESIS UP TO 3 WEEKS - OPTIONAL RESIDENTIAL COMPONENT OR 20 TO 40 HOURS FOR SINGLE MODULES
DATES	APPLICATION PROCEDURE OPENS 15 MAY 2016
VENUE FOR THE (OPTIONAL) RESIDENTIAL PHASE	SCUOLA SUPERIORE SANT'ANNA, PISA, ITALY
LANGUAGE	ENGLISH
ACADEMIC CREDITS	MINIMUM 60 – MAXIMUM 67 OR 2 TO 4 FOR INDIVIDUAL MODULES
WEBSITE	WWW.MEPA.DIRPOLIS.SSSUP.IT / WWW.MEPA.SSSUP.IT
DEGREE AWARDED	MASTER IN ELECTORAL POLICY AND ADMINISTRATION OR CERTIFICATE OF COMPLETION FOR INDIVIDUAL MODULES



SCUOLA SUPERIORE SANT'ANNA

The Scuola Superiore Sant'Anna is a public, (special-statute) University that works in the field of applied sciences and offers PhD programmes, Master degrees, professional courses and continuing education programmes. The Scuola Sant'Anna's scientific and research activities in the field of social sciences concentrate on conflict management, human rights, emergency response, democratisation, and good governance.

Ever since 1998 the Scuola has developed an extensive experience in Electoral Policy, Practice, Assistance and Studies. Main activities carried out in this field range from Electoral Trainings to Election Missions Support and Mentoring, from technical assistance to National Electoral Commissions to capacity building of national observers.

INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE (INTERNATIONAL IDEA)

The International Institute for Democracy and Electoral Assistance (International IDEA), is a global intergovernmental organization with a mission to support sustainable democracy building. It has 29 Member States representing Africa, the Americas, Asia Pacific and Europe. For more info: <http://www.idea.int>

THE UNITED NATIONS INSTITUTE FOR TRAINING AND RESEARCH (UNITAR)

The United Nations Institute for Training and Research (UNITAR) is a training arm of the United Nations System, serving some 25,000 beneficiaries annually by conducting more than 400 capacity development and research activities around the world. For more info: <http://www.unitar.org>

FOR ANY ADDITIONAL INFORMATION

Master in Electoral Policy & Administration
Sant'Anna School of Advanced Studies
Via Cardinale Maffi, 27 - 56126 Pisa ITALY
Tel. +39 3929986218
mepa@sssup.it
www.mepa.dirpolis.sssup.it



U.O. Alta Formazione certified
UNI EN ISO 9001



mepa@sssup.it

1ST EDITION 2016-2017, PISA - ITALY
www.mepa.dirpolis.sssup.it
mepa@sssup.it

MEPA Online Master in Electoral Policy & Administration
Sant'Anna School of Advanced Studies
Via Cardinale Maffi, 27 - 56126 Pisa ITALY Tel. 39 3929986218

OBJECTIVES

MEPA has three fundamental objectives:

- 1) To offer advanced preparation to those individuals already interested in pursuing a career as professional in the field of electoral policy and administration and those already working in this field;
- 2) To respond to a global, structural demand for qualified electoral administrators;
- 3) To reduce the gender gap in electoral administration by contributing to strengthen women's role in this sector, including in senior positions.

The Master Programme focuses on the development of “electoral professionals”, that is, professionals who share a common set of norms, behavioral standards, and qualifications to assume specific roles and responsibilities in the area of electoral policy and administration.

Responding to a global, structural demand for qualified electoral professionals, the Master Programme offers a systematic and comprehensive approach to the professional development of those enrolled and places particular emphasis on the importance of advancing equal career opportunity for men and women.

TUITION FEE

The tuition fee for the Master in Electoral Policy and Administration is 10,000 euros. It covers the following:

- Academic and tutorial costs
- Course materials
- Participation in webinars

Individual modules are also available. **The fee for each module is 850 euros.** Starting from the second module, a 10% discount on the fee of the second and third module is applied and a 15% discount is applied from the fourth module onwards.

The Scuola and partners may provide further assistance in the search for funding opportunities.

PROGRAMME

MEPA is composed of an online component lasting eight months, at the end of which students are required to write a 15,000-words dissertation on a relevant topic of interest. In addition, students may attend the optional residential phase at the Scuola Superiore Sant'Anna in Pisa, Italy.

The Master Programme is based on the 2014 International IDEA designed “Model Curriculum – Master of Electoral Policy and Administration”, which is piloted for the first time. The MEPA Curriculum framework relies on the concept of the electoral cycle, pioneered by International IDEA.

The Model Curriculum is composed of the following topics divided in 18 modules:

PROGRAMME

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

TEACHING/TRAINING METHODOLOGY & FACULTY

MEPA adopts an approach that highlights experiential and collaborative learning, allowing participants to share knowledge and experiences and contribute dynamically to the learning process. This approach focuses on the learning needs, interest and expectations of the participants to ensure the relevance and retention of content and puts particular emphasis on the active participation of learners through practice-oriented learning activities (both during the online and residential components).

At the end of each course there will be a final exam with different modalities (ex. multiple choice exams, essays, open questions, interviews, etc.).

MEPA brings together a core teaching staff of leading specialists from around the world, including developing countries. The international faculty is composed of high-level representatives from international and regional organizations, representatives from governmental and non-governmental organizations, world-leading academics and experts, thus offering a wealth of both academic and field expertise.

MASTER DIRECTOR

The Master Director is **Andrea de Guttry**, Deputy Rector and Full Professor of Public International Law at the Scuola Superiore Sant'Anna.

ACADEMIC CREDITS

A maximum of 67 academic credits will be awarded upon successful completion of the Master Programme. Two to four academic credits will be awarded for individual modules.



WHO SHOULD APPLY?

MEPA targets mid/upper level professionals that want to acquire specific knowledge and skills to work as election administrator and/or as part of Election Management Bodies (EMBs). By choosing MEPA, practitioners gain access to a broad group of alumni spread across the world. Becoming part of this community is a lifetime goal.

Candidates must meet the following minimum requirements:

(1) Three-year (at least) university degree in a relevant field, combined with some (ideally at least 6 months) working experience in the field of electoral policy and administration or related areas. Students expecting to graduate within a period of three months from the application are also eligible.

(2) Fluency in English – at least at level C1 (please refer to: CEFR for Languages, CoE, www.coe.int/lang-CEFR).

SELECTION PROCESS

Applicants will be selected on the basis of the information provided in their CVs and in the online application form which will be available on the website.

The application process will start on 15 May 2016 and admitted participants will be informed about the results within eight weeks from their application.

Once admitted, applicants will receive an Admission Letter and they will have up to six months to secure enough funding and start attending the courses.

INTERNSHIP

The Internship is not compulsory in order to earn the Master's degree in Electoral Policy and Administration. However, the Master's Secretarial Staff is available to provide assistance to students in finding placements, although an active collaboration by the students is required.

www.mepa.dirpolis.sssup.it / www.mepa.sssup.it