

**Georgian Institute of Public Affairs**

**School of Government**

**MA Program in Public Administration**

**WRITTEN EXAM IN ENGLISH FOR SPECIAL PURPOSES**

**Difficulty Level: B2/ Upper Intermediate**

**Applicant’s name, surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2017**

**Tbilisi**

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| **1.Read about a government scheme to keep people healthy, choose below if sentences from the text are true or false: (by using F \_ for false, T \_ for true)** |

Local governments have had to take on a new responsibility; that of ensuring that people stay fit and healthy. Birmingham council is already hot on the case.  For the past few years they have been encouraging local residents to enroll on the *Be active* scheme, which allows them to use local leisure services completely free of charge.

Participants must register to obtain a membership card.  They can then use the facilities in leisure centres across the city at certain times of the day.

29 leisure centres are signed up to the scheme.  Each leisure centre must offer a minimum of one hour of swimming time and an hour of gym time to *Be Active* members.  In reality, in some establishments in the more deprived areas, 70% of opening hours are reserved for Be Active members. Exercise classes and badminton courts are also made available on top of the standard facilities.  *Be Active* classes are also being provided in schools and community centres. There are guided bike rides, and even proposals to roll out activities in public spaces such as rounders’ games in parks, and buggy pushes for new mothers.

Since it was launched in 2008, a third of the local population, a total of 360,000 people, has signed up for the scheme. 60% of these are from minority groups, and the average age is 49, as opposed to 29, the figure for private gyms.   The majority were not previously members of a sports club of any kind, half were overweight or obese, and a fifth considered themselves to be in poor health, indicating that the scheme is reaching the people who need it most.  Research also shows that since the scheme was set up, there has been a rise in demand for information about reducing alcohol intake and quitting smoking.

Statistics show that for every £1 spent on the *Be Active* scheme, £23 is saved in the health service.  Sadly, the scheme has suffered from budget cuts, and lately it has had to reduce the hours available to members.  Nonetheless, other councils are interested in the great strides made by Birmingham council, and officials from Birmingham have been holding workshops with representatives from other councils to spread the word about what can be achieved.

**Source: Triggle, N. (2013) *Can free leisure services get people fit?*  BBC News**1. The Be Active scheme started up earlier this year. \_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

2. Everyone in Birmingham is eligible for Be Active. \_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

3. Participants must pay a one-off fee to register. \_\_\_\_\_\_\_\_\_ http://www.examenglish.com/images/blank.gif

4. Participants can use the leisure facilities at any time of day. \_\_\_\_\_\_\_\_

5. Participants can use their Be Active membership cards at any sports centre in Birmingham. \_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

6. Participants can only use the leisure facilities for two hours per week. \_\_\_\_\_\_\_\_

7. Some sports centres dedicate over half their opening hours to Be Active members.\_\_\_\_\_\_\_\_\_

8. Some Be Active activities take place outside leisure centres. \_\_\_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

9. The Be Active scheme was not as popular as the council hoped. \_\_\_\_\_\_\_\_

10. The Be Active scheme attracts both slim and overweight people. \_\_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

11. The majority of participants are White British. \_\_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

12. The scheme is saving the government money in health costs. \_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

13. Less money is available for Be Active now than in the past. \_\_\_\_\_\_\_\_http://www.examenglish.com/images/blank.gif

14. The *Be Active* Scheme is currently only available in Birmingham. \_\_\_\_\_\_\_\_\_

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| 2. **Use some of the words in the word box below to complete sentences, one word is extra.** |

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| **democracy** | **denied** | **elect** | **branches** | **population** |
| **votes** | **right** | **decisions** | **tyranny** | **government** |

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is Greek phrase and means *rule by the people*.
2. Citizens in a representative democracy \_\_\_\_\_\_\_ people to represent them.
3. These representatives listen to the people, but they also exercise their own judgment when making \_\_\_\_\_\_\_\_\_\_\_
4. Majority rule means that decisions, which receive the most \_\_\_\_\_\_\_ are binding on the whole group.
5. The \_\_\_\_\_\_\_\_\_\_ to vote is the most important right citizens have.
6. The right to vote in the United States was \_\_\_\_\_\_\_\_\_\_ to many groups like women and African Americans.
7. To protect democracy and prevent \_\_\_\_\_\_\_\_\_\_\_\_\_, the U.S. government is divided into three branches. Each branch has separate and independent powers--although there is much mingling of responsibilities.
8. The three \_\_\_\_\_\_\_\_\_\_\_\_ of the American government are the legislative, executive, and judicial.
9. Citizens in a democracy have more rights than in other forms of \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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| **3.Read the article and follow instructions below:** |

**Small town welcomes 1,500 refugees a year**

This small town in America’s Deep South welcomes 1,500 refugees a year 15 minutes

Katy Long 24 May, 2017

1 Clarkston, a small town in Georgia, has received over 40,000 refugees over the past 25 years. They come from every corner of the globe. In 2017, there are more Congolese than Syrians; previously, the refugees have been Bhutanese, Eritreans, Ethiopians, Somalis, Sudanese, Liberians and Vietnamese.

2 All the refugees have arrived in an unremarkable town in the Deep South, population 13,000. 3 Look beyond the 1970s rows of shops, blocks of flats and car parks and there are sights rarely seen elsewhere in America. Shopfronts with signs in Amharic and Nepali scripts, with English translations: Balageru Food Mart, African Cultural and Injera Grocers, Numsok Oriental Grocers. Women gather nearby wearing bright African headscarves and others cross the street in traditional Asian silk dresses, long black hair plaited down their backs.

4 But foreigners are not the only migrants to Clarkston. The “Ellis Island of the south” is now seeing not only refugees and poor immigrants arrive. Its reputation has prompted a growth in the number of middle-class professional Americans, who – in the words of the town’s 34-year-old mayor, Ted Terry – are “in search of all the advantages of diversity”.

5 Terry, who has a hipster beard, checked shirt and odd socks, was welcoming a delegation from the Middle East, who had come to see how Clarkston manages its diverse refugee community.

6 “My goal with Clarkston is to showcase it,” he explained. “I didn’t make this place a compassionate community – it was a compassionate and welcoming community long before I got here.”

7 How does this happen? How does a dusty, working-class town in the south not only manage to receive 1,500 refugees per year but make their welcome a central part of the town’s sense of identity?

8 It seems the story of Clarkston is not just about who is being welcomed: it’s also a story about who is doing the welcoming.

9 In the corner of Clarkston’s town-centre car park is a bright red food truck selling expensive coffee, the kind of sleek minimalist business that would not look out of place in San Francisco or New York. It was founded by a recent American arrival.

10 Kitti Murray, a freelance writer and grandmother of eight, bought the old truck for $3,000 in 2015 and began renting space for a dollar a month, where she set up tables and chairs. Her aim was to create a space for the community to connect, offer job training and “tell a more beautiful, more accurate refugee story. Our refugee employees do that for us, just by who they are and how they do their work.”

11 As she talks, Ahmad – a Syrian who used to be a pharmacist – pours an espresso.

12 The majority of Murray’s customers are white. “When we first started, I would be grief-stricken, by the end of the day, not a single refugee had come,” she said. “But if we hadn’t engaged the American community, who have money, we would have been over in that first six months.”

13 Murray is one of many Americans who have moved to Clarkston specifically to work with refugees and to live among them. Welcoming refugees can involve long hours spent in their homes, struggling with language barriers while drinking tea, but the bonds made are often strong ones.

14 Arez, a Syrian refugee who arrived with her husband and two children in 2015 after four years in Turkey, is full of enthusiasm as she talks about her American “sister” Rebecca who helped her to settle in Clarkston: “I love the US! I am so happy here. I have American friends; they are helping me to learn English. My kids are in school. I love it here.”

15 What made Clarkston work for refugees, Brian Bollinger, the executive director of Friends of Refugees says, are its high-density blocks of flats and good transport links. It’s easy to get a lift to the chicken factories one hour north, where many of the refugees first find low-wage employment. This was why Clarkston was identified in the early 1990s as a good resettlement centre and now, these same attractions – low-cost housing and proximity to the interstate – are helping to attract young American professionals who cannot afford to live in Atlanta.

16 This small-town feel is both part of the reason Clarkston works and a disadvantage. For refugees Clarkston is a starter town. Success means moving on leaving its blocks of flats behind.

17 Clarkston is certainly no paradise. Just outside the town are dilapidated, burned-out blocks of flats that are virtually uninhabitable. The town does not have the power to condemn them and, in a town where the poverty rate is more than 40%, people are attracted by the cheaper rent and don’t worry so much about rats and crime.

18 Clarkston also benefits from a wider sense of solidarity. Since Trump announced his travel ban in January, 2017, Friends of Refugees have had a 400% increase in the number of volunteer applications. They now have several hundred weekly or bi-weekly volunteers, twice the number in years past.

19 In Georgia, Clarkston has a reputation as a liberal bubble. But the reality is more complicated and unexpected. Refugees and their American neighbours seem to have found a sense of belonging here. That is something many Americans are searching for in an increasingly polarized and angry world.

**Guardian News and Media 2017 First published in The Guardian, 24/05/17**

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| **Match the key words with the definitions. Then, find them in the article to read them in context. The paragraph numbers are given to help you.**  Bonds; settle; compassionate; migrant; immigrant; dilapidated; high-density; polarized; proximity; solidarity; diversity; grief-stricken; showcase; condemn; refugee; |

1. the fact that very different people or things exist within a group or place \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 4)

2. present something in a way that attracts attention and emphasizes its good qualities \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 6)

3. feeling sympathy for someone who is in a bad situation because you understand and care about them \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 6)

4. extremely sad \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 12)

5. things that give people or groups a reason to love one another or feel they have a duty to one another \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 13)

6. feel at home in a new place you have moved to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 14) 7. used to describe a place where many people live close together \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 15)

8. how near something is to another thing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 15)

9. old and in bad condition \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 17)

10. order a building to be knocked down because it is not safe \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 17)

11. the support that people in a group give each other because they have the same opinions or aims \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 18)

12. when two very different groups are formed that have completely different opinions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (para 19)

13. someone who travels to another place or country to find work \_\_\_\_\_\_\_\_\_\_\_ (para 4)

14. someone who comes to live in a country from another country \_\_\_\_\_\_\_\_\_ (para 4)

15. someone who leaves their country especially during a war or other threatening event \_\_\_\_\_\_\_\_\_\_\_ (para 1)

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| **4.Scan the Text and find the information referring to:** |

**Principles of Public Administration**

A prominent principle of public administration has been economy and efficiency, that is, the provision of public services at the minimum cost. This has usually been the stated objective of administrative reform. Despite growing concern about other kinds of values, such as responsiveness to public needs, justice and equal treatment, and citizen involvement in government decisions, efficiency continues to be a major goal. Public administration has focused frequently on questions of formal organization. Many organizational principles originated with the military, a few – from private business. They include, for example: (1) organizing departments, ministries, and agencies on the basis of common or closely related purposes, (2) grouping like activities in single units, (3) equating responsibility with authority, (4) ensuring unity of command (only one supervisor for each group of employees, (5) limiting the number of subordinates reporting to a single supervisor, (6) employing the principle of management by exception (only the usual or problem case is brought to the top), and (7) having a clear-cut chain of command downward and of responsibility upward. Public administration has also laid stress upon personnel. In most countries administrative reform has involved civil service reform. Historically, the direction has been toward “meritocracy”- the best individual for each job, competitive examinations for entry, and selection and promotion on the basis of merit. Attention has increasingly been given to factors other than intellectual merit, including personal attitudes, incentives, personality, personal relationships. In addition, the budget has developed as a principal tool in planning future programmes, deciding priorities, managing current programmes, linking executive with legislature, and developing control and accountability. The contest for control over budgets, particularly in the Western world, began centuries ago and at times was the main relationship between monarchs and their subjects. The modern executive budget system in which the executive recommends, the legislature appropriates, and the executive oversees expenditures originated in 19th century Britain. In the United States during the 20th century, the budget became the principle vehicle for legislative surveillance of administration, executive control of departments, and departmental control of subordinate programs. It has been assuming a similar role in many of the developing countries of the world.

**A) Match the sentence beginnings (1-6) to the correct endings (a-f).**

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| 1. A major principle of public administration has been | a) formal organization of the military. |
| 2. Other kinds of values of the administrative reform are | b) personal characteristics of an individual. |
| 3. Organizational principles of public administration are similar to | c) personal incentives and collective bargaining. |
| 4. Public administration pays great attention to | d) provisions of public services at the minimum cost. |
| 5. Attention has also been given to | e) justice and equal treatment. |
| 6. Budget is important in | f) planning future programs. |

**B) Match these verbs and nouns as they occur together in the text.**

1. provide a) priorities

2. involve b) expenditures

3. decide c) civil service reform

4. oversee d) public services

5. plan e) public needs

6. respond to f) responsibility

7. equate g) future programs

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| **5. For each question, fill the space in the sentence using the base word given in bold at the end. The required word may be a noun, adverb, adjective or verb and it may be either positive (e.g. helpful) or negative (e.g. unhelpful).**Top of Form |

1.Buying and selling antiques can be a very \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_hobby if you know how to find a good bargain.  
**profit**

2. We were left without any money for the last part of our holiday because we had \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the cost of the train ticket to Norway.  
**estimate**

3. Mr. Transom stared \_\_\_\_\_\_\_\_\_\_\_\_ at the group of students talking in the corner and they shut up immediately.  
**cross**

4. Jennings is so \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ enthusiastic about the game that his enthusiasm spreads to his team-mates and the result is usually a strong performance.  
**wonder**

5. I think I was \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_sacked and have decided to bring the company to court.  
**fair**

6. Have you seen my handbag John? It seems to have totally \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ !  
**appear**

7. You know your father is the most \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ person in the world. He is sure to be wearing one of his old sweaters to the party.  
**fashion**

8. People will need to see \_\_\_\_\_\_\_\_\_\_\_\_\_\_ provable information before they can believe in something like life on other planets.  
**science**

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| 6. **Complete the dialogue with the correct form of the verb in brackets. There may be more then one possible answer**. |

A: Good afternoon. Have you come far?

B: No, for the last two weeks, I 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (live) with my friend ten minutes away.

A: That’s lucky. Alright, a question we like to ask all our candidates is ‘Why 2\_\_\_\_\_\_\_\_\_\_you\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (want) this job?

B: That’s a very good question. I 3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (take) many courses on writing software at university and really 4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (love) it. When I finished university, I 5\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (not find) a job in software. Since then I 6\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (write) thirteen programmes. In fact you 7\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (buy) all of them. I 8\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (think) you like my work.

A: That’s true. In fact I, 9\_\_\_\_\_\_\_just\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (look) at your programmes and we 10\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (think) for a long time that you would work well here. One final question. Last week our best designer 11\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (go) on a one-year holiday and we have to finish a programme quickly. When can you start?

B: I 12\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (meet) the owner of my house today but I can start tomorrow.

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| 7. **Choose one from these two topics and write an essay in 150-200 words. (maximum score for essay is 20 % from total score \_ 100% )** |

1. Immigration has a major impact on the society. What do you think, why do people immigrate, what are the good and bad results of immigration?
2. There some discussions, that viticulture in Georgia (vine growing) should be subsidized by Georgian government. Do you agree with this statement? Please provide your arguments for and against.