

THREE-SEMESTER COURSE SCHEDULE PLAN | MPA degree and Public Policy, Nonprofit Mgmt., and PA Executive Leadership graduate certificates

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To finish by a specific semester, and/or if you need to maintain two courses per semester to receive financial aid, please pay attention to the semesters in which courses are offered (in italics below). **Most courses are offered only once per full academic year (Summer/Fall/Spring). If you will need a course to complete a program in a specific semester, and that course is not listed here in the semester needed, contact Dr. Stanley at rstanley1@tnstate.edu.**

PP ■ = Public Policy certificate required course

NPMN ● = Nonprofit Management certificate required course.

MPA core = MPA required core course; MPA elec. = MPA elective, also counts towards indicated certificate

PAEL online ◆ = Public Administration Executive Leadership certificate required course (online version). *Cohort students must seek advising from Dr. Stanley.*

2019 Spring	2019 Summer	2019 Fall
PADM 6210 Seminar in Public Administration MPA Core/PP ■ <i>Spring/Fall</i>	PADM 6430 Contemp. Topics in Public Policy MPA Elec./PP ■ <i>Summer only</i>	PADM 6210 Seminar in Public Administration MPA core/PP ■ <i>Spring/Fall</i>
PADM 6450 Decision Tools and Project Planning MPA Elec./PP ■ <i>Spring only</i>	PADM 6390 Ethics in the Public Service MPA elec./PP ■ /NPMN ● <i>Summer/Fall</i>	PADM 6130 Research Methods MPA core /PP ■ <i>Fall only</i>
PADM 6410 Public Policy Analysis MPA Core/PP ■ <i>Spring only</i>	PADM 6190 Financial Mgmt. in Nonprofits MPA Elec./NPMN ● <i>Summer only</i>	PADM 6390 Ethics in the Public Service MPA Elec./PP ■ /NPMN ● <i>Fall/Summer</i>
PADM 6960 Resource Development MPA Elec./NPMN ● <i>Spring only</i>	PADM 6400 Project Mgmt. & Implementation PAEL online ◆ <i>Summer only</i>	PADM 6950 Intro to Nonprofits MPA Elec./NPMN ● <i>Fall only</i>
PADM 6980 Strategic Planning for Nonprofits MPA Elec./NPMN ● <i>Spring only</i>	PADM 6420 Conflict Mgmt. & Resolution PAEL online ◆ <i>Summer only</i>	PADM 6970 Social Marketing for Nonprofits MPA Elec./NPMN ● <i>Fall only</i>
PADM 6110 Statistics for Public Administrators MPA Core* <i>Spring only</i>	This document is an aid to planning, but is not a replacement for advising. All students should check in with their advisor at least via email prior to registration each semester to ensure timely progress. Course offerings may be adjusted due to staffing or enrollment demands. Students with LEAD/TGMI credit, those enrolled in the PA Executive Leadership certificate, MPS students, PhD students, and remaining HCAP students must seek advising from the department chair Dr. Stanley (rstanley1@tnstate.edu). MPA, NPMN, and PP students should seek advising from Dr. Streams (mstreams@tnstate.edu).	PADM 6490 Politics of Administration MPA Core* <i>Fall only</i>
PADM 6310 Organization Theory MPA Core* <i>Spring only</i>		PADM 6230 Public Budgeting and Finance MPA Core* <i>Fall only</i>
PADM 6150 IT & the Public Sector MPA Core* <i>Spring only</i>		PADM 6240 Public Personnel Mgmt. MPA Core <i>Fall only</i>
PADM 6320 Organizational Analysis PAEL online ◆ <i>Spring only</i>		PADM 6270 Administrative Leadership PAEL online ◆ <i>Fall only</i>
PADM 6240 Public Personnel Mgmt. online PAEL online ◆ <i>Spring only</i>		PADM 6260 Budgeting as a Mgmt. Tool PAEL online ◆ <i>Fall only</i>

* These MPA core courses do NOT count towards the Policy, Nonprofit or Executive Leadership graduate certificates. Only admitted MPA students should register for these courses.

● NONPROFIT MANAGEMENT GRADUATE CERTIFICATE (NPMN)
 Those completing this certificate *prior to* entering the MPA (including to seek the GRE waiver by attaining a 3.33 or better GPA in our six-course certificate program), or those completing the certificate alone, must take all 6 courses. Students *who have already been unconditionally admitted to the MPA* may take 6190 and choice of 2 of the 4 69XX courses to fill 3 MPA elective slots and still receive the certificate upon completion of the MPA degree.

- PADM 6950 Introduction to Nonprofits (Fall only)
- PADM 6970 Social Marketing for Nonprofits (Fall only)
- PADM 6960 Resource Development (Spring only)
- PADM 6980 Strategic Planning for Nonprofits (Spring only)
- PADM 6190 Financial Management for Nonprofit Organizations (Summer only)
- PADM 6390 Ethics and Values in the Public Service (Summer/Fall)

■ PUBLIC POLICY GRADUATE CERTIFICATE (PP)
 All certificate-seeking students must take all 6 courses. 3 of these courses are also core courses in the MPA.

- PADM 6210 Seminar in Public Administration (Fall/Spring; MPA core)
- PADM 6130 Research Methods (Fall only; MPA core)
- PADM 6410 Public Policy Analysis (Spring only; MPA core)
- PADM 6450 Decision Tools and Project Planning (Spring only)
- PADM 6430 Contemporary Issues in Public Policy (Summer only)
- PADM 6390 Ethics and Values in the Public Service (Summer/Fall)

◆ PUB. ADMIN. EXECUTIVE LEADERSHIP GRADUATE CERTIFICATE (PAEL, ONLINE)
 Agency cohort students must contact Dr. Stanley at rstanley1@tnstate.edu for advising – your courses are not shown here. These *online* courses are available to non-cohort students independently pursuing the certificate. PAEL integrates well with the online MPS degree if desired; contact Dr. Stanley to learn more.

- PADM 6270 Seminar in Administrative Leadership online (Fall only)
- PADM 6260 Budgeting as a Management Tool online (Fall only)
- PADM 6320 Organizational Analysis online (Spring only)
- PADM 6240 Personnel in Public Organizations online (Spring only)
- PADM 6420 Conflict Management and Resolution online (Summer only)
- PADM 6400 Project Management and Implementation online (Summer only)

MPA DEGREE
 All students admitted to the MPA take 9 core courses plus 3 electives. The electives may be drawn from certificate courses to allow completion of the MPA plus certificate in a total of 12 courses. 6 additional internship credits are required only for pre-service students without at least one year professional public or nonprofit sector experience; evaluation of experience for internship waiver is by advisor. Courses should not necessarily be taken *in this order* – seek advising to develop your program of study and plan for graduation.

- PADM 6210 Seminar in Public Administration (Fall/Spring)
- PADM 6130 Research Methods (Fall only)
- PADM 6110 Statistics for Public Administrators (Spring only)
- PADM 6410 Public Policy Analysis (Spring only)
- PADM 6230 Public Budgeting and Finance (Fall only)
- PADM 6240 Public Personnel Management (Fall only; summer sub. is available)
- PADM 6310 Organization Theory (Spring only; summer sub. Is available)
- PADM 6150 IT & the Public Sector (Spring only)
- PADM 6490 Politics of Administration (Fall only)
- ELECTIVE (*depends on certificate sought*) _____
- ELECTIVE (*depends on certificate sought*) _____
- ELECTIVE (*depends on certificate sought*) _____
- PADM 6500 Internship *if required* (do not commit to, or register for, an internship credits without consulting advisor. 6 credits/300 hours)

- All students should request a meeting with their advisor AT A MINIMUM in the 1st semester of course-taking to complete a *DRAFT program of study*; a 2nd time after completing after 3-6 credits (for certificates) or 9 credits (for degrees) to *do FINAL program of study form*, and a 3rd time before your last semester, to prepare for graduation. Program advisors are listed at www.tnstate.edu/cpsua/advisors.aspx
- All students should check in with advisor *at least via email* before registering for classes EVERY SEMESTER to ensure timely progress.
- **Students who successfully complete all 6 certificate courses from a TSU certificate shown on this page with a 3.33 GPA or better may be considered for admission to the MPA program without GRE scores.**
- A 3.0 cumulative TSU graduate GPA is required to complete any TSU graduate certificate or graduate degree.
- Contact Dr. Stanley at rstanley1@tnstate.edu with questions