

Graduate Certificate in Local Government Management

The ~~graduate certificate in local government management~~ Graduate Certificate in Local Government Management requires the completion of 18 credit hours.

Twelve of these are the following core courses:

P P ADM 6180	Governmental Budgeting and Financial Control	3
P P ADM 6340	Seminar in City Administration	3
	Issues in Urban Management	
P P ADM 6490	Human Resources in the Public Sector	3
POL SCI 6470	Proseminar In Urban Politics	3
or POL SCI 6471	Seminar In Urban Politics	
Total Hours		12

Three hours of electives are to be taken from selected courses ~~in in,~~ business administration, criminal justice, economics, political science, **and** public policy administration, ~~and sociology~~. A student may choose among these courses or other courses approved by the program director. Electives will be chosen from the following **course list**:

Select one of the following: ¹		3
CRIMIN 6442	Communities And Crime	
ECON 4160	Geospatial Analysis In The Social Sciences	
ECON 5700	Urban and Real Estate Economics	
POL SCI 6470	Proseminar In Urban Politics	
POL SCI 6471	Seminar In Urban Politics	
P P ADM/SOC WK 6300	Leadership and Management in Nonprofit Organizations	
P P ADM 6340	Seminar in City Administration	
P P ADM 6350	Issues in Urban Management	
P P ADM 6400	Proseminar in Public Administration	

P P ADM 6510	Urban and Regional Planning and Public Policy
P P ADM 6600	Managing People in Organizations
P P ADM 6680/MGMT 5612	Negotiating Workplace Conflict
Total Hours	3

Three hours of internship ~~or equivalent professional experience~~ are also required but may be waived ~~if the student has sufficient professional experience in the field.~~ Any request for an exemption from the internship requirement must be ~~submitted in writing and~~ approved by the local government program director after a review of the student's professional or managerial field experience ~~with appropriate documentation.~~ Students who receive an exemption must take another three hours of electives from courses listed ~~in section 2 (above).~~ ~~The internship will include learning activities in management and governance processes in local government jurisdictions, as well as a seminar in which students will critically reflect on their field experience with a faculty supervisor.~~

¹ Other courses may be added as advisors deem appropriate for content.

Requirements for admission to the graduate certificate program include an undergraduate degree and a GPA of 3.0 or better. Applicants ~~must~~ ~~obtain~~ ~~submit~~ two letters of recommendation. At least one of the letters ~~must~~ ~~should~~ be from a current or former college-level instructor. Applicants must submit a two-page personal statement explaining how the certificate program fits in with the applicant's educational and professional goals. The letters and the personal statement should be sent directly to the Public Policy Administration Program.

Sign-offs from other departments affected by this proposal

None

Rationale

Clarifying that the request for an exemption must be submitted in writing.