

Master of Public Administration

Admission Requirements

Applicants are considered on an individual basis. In addition to the Graduate College minimum requirements, applicants must meet the following program requirements:

- **Baccalaureate Field** No restrictions.
- **Grade Point Average** At least 3.00/4.00 for the final 60 semester (90 quarter) hours of undergraduate study.
- **Tests Required** GRE or GMAT scores are required from applicants who are requesting program-administered financial assistance.
- **Minimum English Competency Test Score**
 - **TOEFL** 80, with subscores of Reading 19, Listening 17, Speaking 20, and Writing 21 (iBT Internet-based); 60, with subscores of Reading 19, Listening 17, Writing 21 (New Paper-Based—after August 2018); 550 (Institutional Testing Paper-Based—prior to August 2018), **OR**,
 - **IELTS** 6.5, with subscores of 6.0 for all four subscores, **OR**,
 - **PTE-Academic** 54, with subscores of Reading 51, Listening 47, Speaking 53, and Writing 56.
- **Letters of Recommendation** Three required from instructors familiar with the applicant's academic training or supervisors familiar with the applicant's professional experiences.
- **Personal Statement** Required. Applicants must submit a brief statement of their professional goals and academic interests.
- **Additional Materials** Applicants must submit a resume and a 5–10 page writing sample.
- **Nondegree Applicants** Nondegree applicants must submit an official transcript from their baccalaureate institution, resume, writing sample, three letters of recommendation, and a letter stating which courses they would like to take and why they feel nondegree admission would be beneficial.

Degree Requirements

In addition to the Graduate College minimum requirements, students must meet the following program requirements:

- **Minimum Semester Hours Required** 54.
- **Course Work**

| Course | Title |
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| Required Core Courses (30 credit hours)^a | |
| PA 401 | Foundations of Public Service |
| PA 402 | Principles of Data Analysis |
| PA 403 | Economics for Management and Policy |
| PA 504 | Principles of Financial Management and Budgeting |
| PA 505 | Public Management Practices |
| PA 506 | Public Policy Development and Process |
| PA 590 | Public Administration Capstone |
| PA 591 | Managing Your Career |
| PA 592 | Professional Portfolio |

Elective Courses (8 credit hours)

Two elective courses or equivalent that support the student's educational, career, and professional objectives, selected with approval of the advisor.

- a *Full-time students are required to take PA 401, PA 402, and PA 591 in their first semester and the first six courses over their first three semesters. PA 590 will be required in one of the last two semesters, and PA 592 in the last semester.*

In addition to the core and elective courses, students must select one of five areas of concentration:

1. Public Management
2. Nonprofit Management
3. Financial Management
4. Urban Governance and Management
5. Public Policy

Each concentration requires the equivalent of four courses (16 credit hours). Students have the option to create their own specialized (self-directed) concentration with faculty approval.

Public Management Concentration

Students must select one of the following tracks:

- General Track
- Information and Performance Management Track
- Emergency Management and Continuity Planning Track
- Survey Methods Track

Course Title

Concentration Courses

At least 16 credit hours must be taken in the area of the concentration. PA 521 is required for all tracks.

General Track

| | |
|--------|---|
| PA 521 | Strategic Management: Planning and Measurement (required) |
| PA 422 | Project Management |
| PA 431 | Civic Technology |
| PA 522 | Ethics and Accountability |
| PA 524 | Leadership in Public Organizations |
| PA 525 | The Legal Context of Public Administration |
| PA 526 | Public Policy Analysis |
| PA 529 | Change and Reform in Public Organizations |
| PA 531 | Human Resource Management in the Public and Nonprofit Sectors |
| PA 532 | Labor Management Relations in the Public Sector |
| PA 533 | Managing Workplace Diversity |
| PA 535 | Conflict Management |
| PA 539 | Public Procurement and Contracting |
| PA 561 | Intergovernmental Management |

Information and Performance Management Track

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| PA 431 | Civic Technology (required) |
| PA 521 | Strategic Management: Planning and Measurement (required) |

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| PA 422 | Project Management |
| PA 432 | Management of Information Technology |
| PA 433 | Data Management |
| PA 434 | Data Analytics |
| PA 435 | Geographic Information Systems (GIS) for Public Managers |
| PA/POLS 567 | Topics in Political Communication |

Emergency Management and Continuity Planning Track^a

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| HPA 407 | Foundations of Emergency Management and Continuity Programs (required) |
| PA 521 | Strategic Management: Planning and Measurement (required) |
| EOHS 572 | Environmental Risk Assessment and Management |
| IDS 524 | Strategic Emergency Management and Continuity Planning |
| IDS 541 | Disaster Response and Recovery Operations |
| HPA 497 | Integrative Project in Emergency Management |

Survey Methods Track^b

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| PA 521 | Strategic Management: Planning and Measurement (required) |
| PA 431 | Civic Technology |
| PA/CHSC 577 | Survey Questionnaire Design |
| PA 578 | Surveys, Public Opinion, and Public Policy |
| PA 579 | Practicum in Survey Methodology |
| PA 582 | Survey Data Collection Methods: Theory and Practice |
| PA 587 | Seminar on Special Topics in Survey Methodology |
| PA 588 | Applied Survey Sampling and Analysis |

^a Note: To earn the Campus Certificate in EMCP, offered through the School of Public Health/College of Business Administration, students must take HPA 407, EOHS 572, IDS 524, IDS 541, and HPA 497, using one of their elective courses.

^b Note: To earn the Campus Certificate in Survey Research Methods, students must take PA 577/CHSC 577, PA 582, and PA 588.

Nonprofit Management Concentration

| Course | Title |
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Concentration Courses

At least 16 credit hours must be taken in the area of concentration.

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| PA 571 | Nonprofit Management (required) |
| PA 422 | Project Management |
| PA 431 | Civic Technology |
| PA 521 | Strategic Management: Planning and Measurement |
| PA 531 | Human Resource Management in the Public and Nonprofit Sectors |
| PA 572 | Nonprofit History and Theory of the Nonprofit Sector |

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| PA 573 | Development and Fundraising in Nonprofit Organizations |
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| PA 550 | Advanced Topics in Financial Analysis and Management |
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Financial Management Concentration

| Course | Title |
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Concentration Courses

At least 16 credit hours must be taken in the area of concentration.

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| PA 521 | Strategic Management: Planning and Measurement |
| PA 526 | Public Policy Analysis |
| PA 550 | Advanced Topics in Financial Analysis and Management |
| PA 551 | Accounting for Public and Nonprofit Organizations |
| PA 552 | Capital Budgeting and Finance |
| PA 553 | State and Local Public Finance |
| PA 555 | Advanced Topics in Public Budgeting |

Urban Governance and Management Concentration

Students must select either the General Track or the Local Government Track.

| Course | Title |
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Concentration Courses

At least 16 credit hours must be taken in the area of concentration. PA 561 is required for all tracks.

General Track

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| PA 467 | Civic Engagement |
| PA 468 | Topics in Management and Leadership of Public Organizations (required) |
| PA 561 | Intergovernmental Management (required) |
| PA 526 | Public Policy Analysis |
| PA 553 | State and Local Public Finance |
| PA 563 | Local Government Management |
| UPP 530 | Economic Development I: Analysis |
| POLS 551 | Seminar in Urban Politics |
| POLS 553 | Urban Public Policy |

Local Government Management Track

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| PA 467 | Civic Engagement |
| PA 561 | Intergovernmental Management (required) |
| PA 563 | Local Government Management (required) |
| PA 468 | Topics in Management and Leadership of Public Organizations |
| PA 521 | Strategic Management: Planning and Measurement |
| PA 535 | Conflict Management |
| PA 539 | Public Procurement and Contracting |

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| PA 550 | Advanced Topics in Financial Analysis and Management |
| PA 551 | Accounting for Public and Nonprofit Organizations |
| PA 552 | Capital Budgeting and Finance |
| PA 553 | State and Local Public Finance |
| PA 555 | Advanced Topics in Public Budgeting |

Public Policy Concentration

Course Title

Concentration Courses

At least 16 credit hours must be taken in the area of concentration.

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| PA 526 | Public Policy Analysis (required) |
| PA 541 | Advanced Data Analysis I (required) |

Students must also take two courses (8 credit hours) in one substantive policy area such as public health, education, criminal justice, environmental policy, science and technology policy, economic development, housing, transportation, community development, and social policy. These courses must be selected with the approval of the student's advisor and may be in the department or other departments and schools within the university.

- Students with a unique specialized interest can create an individualized concentration consisting of 16 credit hours of course work. The course work must be coordinated and focused on a specific area of interest. The concentration courses must be approved by the director of graduate studies and may be in the Department of Public Administration as well other departments and schools within the university.
- **Comprehensive Examination:** None
- **Thesis, Project, or Course-Work-Only Options:** Course work only. No other options available.

Interdepartmental Concentrations

Students earning a graduate degree in this department may complement their courses by enrolling in select concentrations after consulting with their graduate advisor. Interdepartmental concentrations available for this degree include:

- Gender and Women's Studies (<http://catalog.uic.edu/gcat/colleges-schools/liberal-arts-sciences/gws-conc>)
- Survey Research Methodology (<http://catalog.uic.edu/gcat/graduate-college/srm-conc>)