



# Public Administration Graduate Programs



**PennState**  
World Campus

**A world of possibilities.  
Online.**

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## An Exceptional University for Exceptional Learners

Since Penn State World Campus launched its pilot programs in 1998, it has grown to include exceptional learners from all 50 states, more than 62 countries, and all 7 continents. These students are part of our global learning community, interacting with faculty and exchanging ideas and expertise with one another as they strive to meet their educational and career goals.

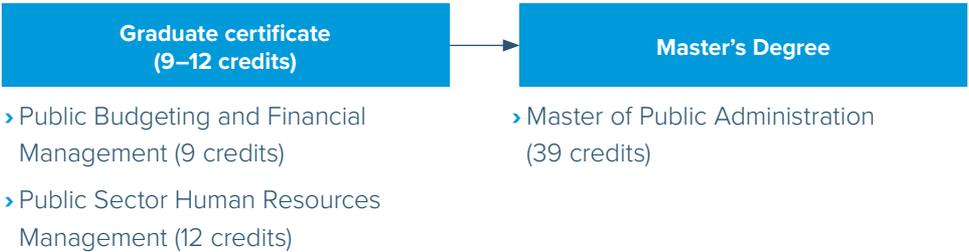


“My degree is more than just a piece of paper to hang on the wall. It’s validation of the work that I did to earn that degree. It’s not just from any school. It’s from Penn State.”

— **Mark R., MPA student**

# Penn State's Online Public Administration Graduate Programs

Penn State's public administration online portfolio can help you acquire the skills and knowledge you need to become a leader in a government or not-for-profit organization. Choose from a master's degree or one of two certificate programs:



Credits earned for a certificate may apply toward the requirements for the MPA, if you apply and are granted admission to the master's program.

## Apply What You Are Learning — Today

As you gain new skills and confidence through our program, you can begin to constructively influence your current work environment or pursue new career opportunities.

While you interact with experienced faculty and peers from different public and nonprofit sector organizations, you can develop your abilities to understand, analyze, and control your current organizational environment; manage more ethically and effectively; and promote positive change.

## The Benefits of Online Learning

With our online delivery format, you can complete your MPA degree program or certificate without ever setting foot on campus. You will receive the course content and complete the activities using your computer and web access. The courses have fixed start and end dates, but you can decide when to do your course work to meet assignment deadlines. You can achieve your career goals without sacrificing your personal commitments or family time.

Also, instead of hearing a lecture once, then relying on your notes as you would in a traditional classroom setting, you can access the course materials as often as needed to match your specific learning style.

[worldcampus.psu.edu/publicadmin](http://worldcampus.psu.edu/publicadmin)

# Master of Public Administration

This 39-credit online master's degree program blends theoretical and applied concepts and provides "real-world" experiences for the novice administrator. Our curriculum is designed to help you effectively manage organizational environments; gain the tools, knowledge, and experience necessary to promote positive change; and develop managerial and analytical skills that you can apply immediately to your job.

## Core Courses (21 credits)

- › Data Analysis for Policy and Administration
- › Foundations of Public Administration
- › Governmental Fiscal Decision-Making
- › Human Resources in the Public and Nonprofit Sectors
- › Introduction to Public Policy Analysis
- › Organizational Behavior
- › Research Design

## Elective Courses (12 credits)

Available in areas such as:

- › Government financial management
- › Nonprofit organization management
- › Policy analysis
- › Strategic planning

## Capstone Course (3 credits)

- › Research Topics

## Internship (3 credits)

- › Required for students with less than two years of relevant work experience.
- › Supervised off-campus, nongroup instruction, including field experiences, practicums, or internships. Written and oral critique of activity required.
- › The 3 credits earned in the internship course are in addition to 36 credits required for the master's degree program.

For a complete list of available courses, visit:

[worldcampus.psu.edu/mpacourses](http://worldcampus.psu.edu/mpacourses)





“Every time I mention to someone that I have my degree from Penn State, I get an enthusiastic reaction. So that definitely makes me feel confident about the program and that I made the right decision. Being a Penn State alum makes me feel like I belong to this huge community that is recognized worldwide. It seems everyone knows of, or has heard of, Penn State. So just being a part of that makes a big difference for me.”

— **Joanie Q., graduate**  
**Master of Public Administration,**  
**Graduate Certificate in Public Budgeting and Financial Management**

# Graduate Certificate in Public Budgeting and Financial Management

This 9-credit online Graduate Certificate in Public Budgeting and Financial Management program is taught by faculty who have world-class expertise. The certificate is designed to educate administrators and professionals in government and not-for-profit organizations in:

- › fiscal and governmental aspects of budgeting and financial management
- › development of organizational budgets
- › governmental and not-for-profit accounting issues in a public policy area of your choice

## Curriculum

The Graduate Certificate in Public Budgeting and Financial Management requires you to take three online courses (9 credits). You can obtain this graduate certificate in as little as one year.

Upon your successful completion of the program, the courses in this certificate may be applied to the requirements for the Master of Public Administration.

### Required Courses (9 credits)

- › Governmental Fiscal Decision-Making
- › Government Financial Management
- › Governmental and Nonprofit Accounting



# Graduate Certificate in Public Sector Human Resources Management

The 12-credit online Graduate Certificate in Public Sector Human Resources Management program can help administrators and other professionals in government and not-for-profit organizations gain the knowledge and skills needed to begin a new career or advance their careers in human resources within the public sector. Upon successful completion of this program, you should be able to manage human resources issues for the public sector in such areas as labor relations, problem-solving, planning, and organizational change and development.

## Curriculum

The Graduate Certificate in Public Sector Human Resources Management requires you to take four online courses (12 credits) — including two required and two elective courses.

You can obtain this graduate certificate in as little as one year.

Once you have successfully completed the program, the courses in this certificate may be applied to the requirements for the Master of Public Administration.

### Required Courses (6 credits)

- › Human Resources in the Public and Nonprofit Sectors
- › Organizational Behavior

### Elective Courses (6 credits)

- › Organizational Change and Development
- › Strategic Planning

With approval by the certificate coordinator, students can also choose other HR-related Penn State graduate-level courses as elective courses for this certificate.





## Career Outlooks

Public administrators are responsible for taking public policy decisions made by community leaders and implementing them in a strategic way to ensure stability of public resources. The U.S. Department of Labor Employment and Training Administration anticipates that careers in public administration will increase by six percent through 2032\*. A Master of Public Administration is a versatile degree that prepares its holders for a variety of opportunities in the growing public service sector. These opportunities include:

- › city manager
- › developmental director
- › community relations manager
- › planning administrator
- › public works director

In 2023, the U.S. had approximately 1.5 million nonprofit 501(c)(3) organizations, accounting for nearly ten percent of the national workforce. Many of these organizations focus on areas including cultural issues, environmental concerns, hunger and poverty, disaster and international aid, public media, human rights, and wildlife and animal welfare. These organizations provide essential resources to communities in need, and all need the leadership skills that come with an MPA.

*\*Source — Occupational Information Network*

# Frequently Asked Questions

## Why is Penn State the best choice for me?

### **Flexibility and convenience:**

Penn State knows that adults need flexible and convenient learning options in order to continue meeting their professional and personal commitments. You can take courses when and where you please, earning your degree at your own pace.

### **Reputation:**

Penn State is universally regarded as one of the finest educational institutions in the United States. Putting a Penn State degree on your résumé is a great way to broaden your career options and prove to current and potential employers that you are a well-educated professional.

### **Accreditation:**

Penn State is accredited by the Middle States Commission on Higher Education and has an outstanding reputation as a research and teaching university. The Master of Public Administration program is accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA). Penn State's School of Public Affairs has been designated the University's flagship school of public affairs.

## Is this the real Penn State?

Yes. Penn State values online education as highly as it does resident instruction. No distinction will be made on your official Penn State transcript or diploma that your courses were completed at a distance. The credits you receive are exactly the same as those awarded to on-campus students.

## What types of student support are available?

As a distance education pioneer, Penn State has developed a nationally recognized support system for students who are geographically removed from campus. With our amazing team of academic advisers, technical support experts, customer service representatives, and Penn State instructors, we will help you get where you want to go — successfully — through distance education.





# The Penn State Difference

## Experience in Distance Education

As one of the first universities to offer distance education, Penn State has extensive experience in providing online instruction that is backed by a renowned support system for our Penn State World Campus students. Our offerings have received high satisfaction ratings from students in terms of course content and student services.

## Connect with Classmates

Interact with dedicated, goal-oriented peers from across the nation, creating a network of great ideas. As you communicate daily with other professionals, you can gain insights that you can apply to your job immediately.

## Library Services

You will be able to access one of the leading university research libraries in North America — Penn State's University Libraries system, which holds more than 750 online research databases, 110,000 scholarly journals, and 444,000 electronic books. You can search the online catalog and review databases as if you were sitting at a terminal in any Penn State library.

## Learner and Technical Support

Without having to set foot on campus, you will have access to many of the same support services that resident students enjoy. Additionally, services such as advising, course scheduling, registration, and the IT Service Desk are available through Penn State World Campus.

# Begin Your Application Today

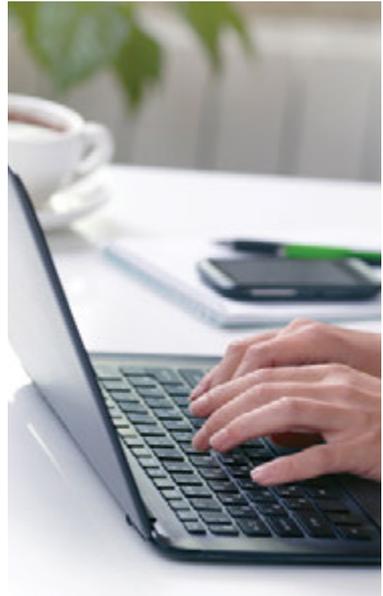
To begin taking courses, you need to submit the online application form and fee for the program of your choice. To start the application process, visit [worldcampus.psu.edu/publicadmin](http://worldcampus.psu.edu/publicadmin), choose your program of interest, and click on “How to Apply.”

## **For the master’s degree program, your application portfolio must include:**

- › statement of career and educational goals
- › references
- › résumé
- › official transcripts from all institutions attended
- › GRE or GMAT, if GPA is less than 3.0
- › TOEFL or IELTS score, if applicable

## **Admission requirements for the certificate programs:**

- › official transcripts
- › résumé
- › baccalaureate degree from an accredited institution
- › TOEFL or IELTS score, if applicable



## Did You Know?

- › Penn State credits and degrees earned online are identical to those earned on campus.
- › Penn State World Campus has enrolled students from all 50 states and all 7 continents.
- › Our online courses involve frequent interactions between students and with instructors.



# Contact Us

## Admissions Questions

[worldcampus@psu.edu](mailto:worldcampus@psu.edu)

Phone: 814-863-5386

[worldcampus.psu.edu/admissions](http://worldcampus.psu.edu/admissions)



**PennState**  
World Campus

The Pennsylvania State University  
128 Outreach Building  
University Park, PA 16802



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