

College of Community & Public Service Undergraduate Advising Center
Public and Nonprofit Administration

(for students who entered GVSU Fall 2020 or later)

PROGRAM PRE-REQUISITE (3 Credits) – all students must complete this course (also satisfies one Social & Behavioral Science foundation requirement)	
PLS102 American Government and Politics (SBS)	
I. CORE REQUIREMENTS (24 Credits) – All students must complete the following 8 courses	
____ PA 270 Public & Nonprofit Administration (SBS)	____ PA 376 Public Personnel Policy & Administration
____ PA 307 Local Politics and Administration <i>Pre-requisite: PLS102</i>	____ PA 420 Organization Theory and Dynamics (SWS) <i>Pre-requisite: PA270& WRT120&130 Stretch or WRT150 or equivalent. & Senior Standing</i>
____ PA 360 Voluntarism and the Nonprofit Sector	____ PA 490 Public Administration Internship <i>Pre-requisite: PERMIT REQUIRED-see www.gvsu.edu/spnha for more info</i>
____ PA 375 Public Budgeting & Finance Admin.	____ PA 495 Community Analysis (capstone) <i>Pre-requisite: Senior Standing – Must be taken last semester (PERMIT REQUIRED)</i>
II. ADDITIONAL ELECTIVE (3 Credits) – All students must complete 1 of the following courses. Certain emphasis areas may require a specific choice. See notes by each course.	
____ PA 220 Organizing to Make a Difference	____ PA 372 International & Comparative Admin (Issues)
____ PA 330 Health Care Financing <i>Offered fall only (required if Community Health emphasis)</i>	____ PA 395 Emergency Management <i>Offered winter only</i>
____ PA 335 Grant Writing <i>(recommended if Budget & Finance emphasis)</i>	
III. COGNATE REQUIREMENTS – All students must complete either the BA or BS degree cognate	
Bachelor of Science (BS) Degree Cognate	Bachelor of Arts (BA) Degree Cognate
____ STA 215 Introductory Applied Statistics (MATH) <i>Pre-requisite: MTH110 or equivalent</i>	____ 3rd semester proficiency in a foreign language Please see the Modern Languages and Literature Department for testing and placement. (Sequence is typically 101→102→201)
____ PA300 Research Methods <i>Pre-requisite: STA215, Jr. Standing, PA Major</i>	
____ PA449 Policy Research & Evaluation <i>Pre-requisite: Senior Standing</i>	
IV. CAREER EMPHASIS REQUIREMENT (9 Credits) – All students must complete ONE of the five career emphasis area from this section. Note: PA 372, PA 380, PA390 and PA 491 may count in any area <u>with department approval</u>.	
Community Development & Planning	Community Health
Complete 2 of the following:	Complete 3 of the following (and PA330 in Section II):
____ GPY 209/PA209 - Intro to Urban & Regional Planning <i>Offered fall only</i>	
____ GPY 307 - Intro to Computer Mapping & Geographic Information Systems	____ PH 222 – Public Health Concepts
____ HST 327 - History of United States Urban Society	____ COM 209 - Health Communication Systems <i>Pre-requisite: Sophomore Standing</i>
____ PA 390 - Leadership Dynamics	____ MKT 300 – Fundamentals of Marketing for Non-Business Majors
____ PLS 338 - Citizenship <i>Pre-requisite: Junior Standing</i>	____ OSH 300 - Intro to Occupational Safety and Health
____ SOC 313 - Race and Ethnicity (Issues) <i>Pre-requisite: Junior Standing</i>	____ PA 310 - Politics and Health Policy <i>Pre-requisite: PLS102 or PA270 or Junior Standing</i>
And Complete: ____ PA 449 –Policy Research & Evaluation <i>Already required for BS degree; must add to plan if BA degree</i>	____ AHS 340 - Health Care Management (Issues) <i>Pre-requisite: Junior Standing</i>

Local Economic Development	Public Personnel Management
Complete 3 of the following:	Complete 3 of the following:
_____ BUS 201 - Legal Environment for Business	_____ LIB 331 - Person and Profession (Issues) <i>Offered every other year</i>
_____ CAP 219 - Public Relations Basics <i>Pre-requisite: WRT120&130 Stretch or WRT150 or equivalent.</i>	_____ MGT 334 - Labor and Employment Law
_____ ECO 336 – Urban & Real Estate Economics <i>Pre-requisite: ECO 211(SEE: Seidman College of Business note below)</i>	_____ MGT 355 - The Diversified Workforce (US Diversity) <i>(SEE: Seidman College of Business note below)</i>
_____ HTM 101 – Introduction to Hospitality & Tourism	_____ MGT 432 - Grievance Administration, Arbitration, and Collective Bargaining <i>Pre-requisite: MGT334 (SEE: Seidman College of Business note below)</i>
_____ ECO 100 – Current Economic Issues (SBS)	_____ PHI 325 - Ethics in Professional Life (Issues) <i>Pre-requisite: Junior Standing</i>
Public Budgeting & Finance	Nonprofit Administration
Complete 3 of the following:	Complete 2 of the following:
_____ ACC 212 - Principles of Financial Accounting	_____ PA370 – Human Dynamics in Nonprofit Admin.
_____ ACC 213 - Principles of Managerial Accounting <i>Pre-requisite: ACC212</i>	_____ PA 335 - Grant Writing
_____ CIS 231 - Problem Solving Using Spreadsheets <i>Pre-requisite: MTH110 or equivalent</i>	_____ PA 390 - Leadership Dynamics
_____ ECO 210 - Introductory Macroeconomics (SBS) <i>Pre-requisite: MTH110 or equivalent; sophomore standing recommended</i>	_____ LIB 331 - Person and Profession (Issues) <i>Offered every other year</i>
_____ ECO 211 - Introductory Microeconomics (SBS) <i>Pre-requisite: MTH110 or equivalent; sophomore standing recommended</i>	_____ MKT 300 – Fundamentals of Marketing for Non-Business
_____ FIN 331 - Risk and Insurance <i>(SEE: Seidman College of Business note below)</i>	And Complete (required) _____ PA374 - Finance and Fundraising
_____ PA 335 - Grant Writing <i>(choose if another PA elective was completed in Section II)</i>	

<u>Nonprofit Administration Minor</u> (21 credits)	<u>Public Administration Minor</u> (21 credits)
Students in other majors may minor in Nonprofit Administration by completing a total of 21 as outlined below . It's not possible to add this minor to a degree in Public & Nonprofit Administration.	Students in other majors may minor in Public Administration by completing a total of 21 credits as outlined below . It's not possible to add this minor to a degree in Public & Nonprofit Administration.
Complete ALL of the following Core courses (15 credits): _____ PA 270 - Public and Nonprofit Administration (SBS) _____ PA 335 - Grant Writing _____ PA 360 - Voluntarism and the Nonprofit Sector _____ PA 420 - SWS Organization Theory and Dynamics _____ PA 490 - Public Administration Internship	Complete ALL of the following courses (18 credits): _____ PA 270 - Public and Nonprofit Administration (SBS) _____ PA 360 - Voluntarism and the Nonprofit Sector _____ PA 375 - Public Budgeting & Finance Admin _____ PA 376 - Public Personnel Policy & Admin _____ PA 420 - Organization Theory and Dynamics _____ PA 495 - Community Analysis (capstone)
Complete TWO of the following courses (6 credits) _____ MGT 355 - The Diversified Workforce (NOTE: Seidman) _____ MKT 300 - Marketing Management _____ PA 376 - Public Personnel Policy and Admin _____ PA 390 - Leadership Dynamics _____ PA 449 – Policy Research & Evaluation _____ PA 491 - Public Administration Internship II	Complete ONE of the following courses (3 credits) _____ PA 307 - Local Politics and Administration OR _____ PLS 203 - State Politics

Some PA Courses may have registration permits placed on them to restrict enrollment in high demand courses. If you require a registration permit you will need to submit an override request online in myBanner. More info at www.gvsu.edu/ccpsadvising/overrides

Note for Non-Business Majors regarding 300 level business courses: Seidman College of Business (SCB) 300/400 level courses in ACC, BUS, ECO, FIN, MGT, and MKT require Junior Standing, a 2.5 cumulative GPA and an approved permit from the SCT. If you have junior standing and a 2.5, request a permit on Banner via the “registration override request form.”