

College of Community & Public Service Undergraduate Advising Center
Public and Nonprofit Administration
(for students who entered GVSU Fall 2014 or later)

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| PROGRAM PRE-REQUISITE – all students must complete this course (also satisfies one Social & Behavioral Science foundation requirement) | |
| PLS102 American Government and Politics (3cr) | |
| I. CORE REQUIREMENTS (24 Credits) – All students must complete the following 8 courses | |
| ____ PA 270 Public and Nonprofit Administration | ____ PA 376 Public Personnel Policy & Administration |
| ____ PA 307 Local Politics and Administration | ____ PA 420 Organization Theory and Dynamics (SWS) <i>Pre-requisite: PA270 & Senior Standing</i> |
| ____ PA 360 Voluntarism and the Nonprofit Sector | ____ PA 490 Public Administration Internship <i>Pre-requisite: by permit only – see department for information</i> |
| ____ PA 375 Public Budgeting & Finance Admin. | ____ PA 495 Community Analysis (capstone) <i>Pre-requisite: Senior Standing (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 311 Public Sector Information Technology <i>(recommended if IT emphasis) – offered winter only</i> | ____ PA 372 International and Comparative Admin. <i>Pre-requisite: Junior Standing</i> |
| ____ PA 330 Health Care Financing <i>(required if Community Health emphasis)- offered winter only</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 (3cr) <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 (Permit May be Required)</i> | |
| ____ PA449 Policy Research & Evaluation <i>Pre-requisite: Junior Standing</i> | |
| IV. CAREER EMPHASIS REQUIREMENT (9 Credits) – All students must complete ONE of the six career emphasis area from this section. Note: PA 372, PA 380, PA390 and PA 491 may count in any area with department approval. | |
| Community Development & Planning | Community Health |
| Complete 2 of the following: | Complete 3 of the following (and PA330 in Section II) |
| ____ GPY 209 - Intro to Urban & Regional Planning (3cr) <i>Offered fall only</i> | ____ AHS 340 - Health Care Management (3cr) <i>Pre-requisite: Junior Standing</i> |
| ____ GPY 307 - Intro to Computer Mapping & Geographic Information Systems (3cr) <i>Pre-requisite: Sophomore Standing or permission of instructor</i> | ____ BMS 222 - Introduction to Public Health (3cr) <i>Offered fall only</i> |
| ____ HST 327 - History of United States Urban Society (3cr) | ____ COM 209 - Health Communication Systems (3cr) <i>Pre-requisite: Sophomore Standing</i> |
| ____ PA 390 - Leadership Dynamics (3cr) | ____ MKT 350 - Marketing Management (3cr) <i>(NOTE: Seidman College of Business)</i> |
| ____ PLS 338 - Citizenship (3cr) <i>Pre-requisite: Junior Standing</i> | ____ OSH 300 - Intro to Occupational Safety and Health (3cr) |
| ____ SOC 313 - Race and Ethnicity (3cr) <i>(formerly numbered SOC382) Pre-requisite: Junior Standing</i> | ____ PLS 310 - Politics and Health Policy (3cr) <i>Pre-requisite: PLS102, PA270 or Junior Standing</i> |
| And Complete | |
| ____ PA 449 –Policy Research & Evaluation (3cr) <i>Already required for BS degree; must add to plan if BA degree</i> | ____ REC 110 - Foundations of Recreation and Leisure (3cr) <i>Offered fall only (Course no longer offered effective Fall 2015)</i> |

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

| Information Technology | Local Economic Development |
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| Complete 3 of the following: | Complete 3 of the following: |
| _____ CIS 231 - Problem Solving Using Spreadsheets (3cr) <i>Pre-requisite: MTH110 or equivalent</i> | _____ BUS 201 - Legal Environment for Business (3cr) |
| _____ CIS 233 - Concepts of Database Systems (3cr) <i>Pre-requisite: CIS150 or CIS160 or CIS162</i> | _____ CAP 220 - Fundamentals of Public Relations (3cr) <i>Pre-requisite: WRT150 or equivalent</i> |
| _____ CIS 237 - Introduction to Network Management (3cr) <i>Pre-requisite: CIS150; offered winter only</i> | _____ ECO 200 - Business Economics (3cr) <i>Pre-requisite: MTH110 or equivalent</i> |
| _____ CIS 238 - Internet Media and Programming (3cr) <i>Pre-requisite: CIS160 or CIS162</i> | _____ HTM 101 – Introduction to Hospitality & Tourism (4cr) |
| _____ GPY 307 – Intro to Computer Mapping/Geographic Information Systems (3cr) <i>Pre-requisite: Sophomore Standing or department permission</i> | |
| _____ GPY 407 - Advanced GIS (4cr) <i>Pre-requisite: GPY307; offered winter only</i> | |
| _____ MGT 268 - Intro to Management Info Systems (3cr) <i>Pre-requisite: CIS150</i> | |
| Public/Nonprofit Budgeting & Finance | Public Personnel Management |
| Complete 3 of the following: | Complete 3 of the following: |
| _____ ACC 212 - Principles of Financial Accounting (3cr) | _____ LIB 331 - Person and Profession (3cr) <i>Offered every other year</i> |
| _____ ACC 213 - Principles of Managerial Accounting (3cr) <i>Pre-requisite: ACC212</i> | _____ MGT 334 - Labor and Employment Law (3cr) <i>(NOTE: Seidman College of Business)</i> |
| _____ CIS 231 - Problem Solving Using Spreadsheets (3cr) <i>Pre-requisite: MTH110 or equivalent</i> | _____ MGT 355 - The Diversified Workforce (3cr) <i>(NOTE: Seidman College of Business)</i> |
| _____ ECO 210 - Introductory Macroeconomics (3cr) <i>Pre-requisite: MTH110 or equivalent; sophomore standing recommended</i> | _____ MGT 432 - Grievance Administration, Arbitration, and Collective Bargaining (3cr) <i>Pre-requisite: MGT334 (NOTE: Seidman College of Business)</i> |
| _____ ECO 211 - Introductory Microeconomics (3cr) <i>Pre-requisite: MTH110 or equivalent; sophomore standing recommended</i> | _____ PA 390 - Leadership Dynamics (3cr) |
| _____ FIN 331 - Risk and Insurance (3cr) <i>Offered fall only (NOTE: Seidman College of Business)</i> | _____ PHI 325 - Ethics in Professional Life (3cr) <i>Pre-requisite: Junior Standing</i> |
| _____ PA 335 - Grant Writing (3cr) <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) |
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| 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 (3cr) _____ PA 335 - Grant Writing (3cr) _____ PA 360 - Voluntarism and the Nonprofit Sector (3cr) _____ PA 420 - Organization Theory and Dynamics (3cr) _____ PA 490 - Public Administration Internship (3cr) | Complete ALL of the following courses (18 credits): _____ PA 270 - Public and Nonprofit Administration (3cr) _____ PA 360 - Voluntarism and the Nonprofit Sector (3cr) _____ PA 375 - Public Budgeting & Finance Admin (3cr) _____ PA 376 - Public Personnel Policy & Admin (3cr) _____ PA 420 - Organization Theory and Dynamics (3cr) _____ PA 495 - Community Analysis (capstone) (3cr) |
| Complete TWO of the following courses (6 credits) _____ MGT 355 - The Diversified Workforce (3cr) (NOTE: Seidman) _____ MKT 350 - Marketing Management (3cr) (NOTE: Seidman) _____ PA 311 - Public Sector Information Technology (3cr) _____ PA 376 - Public Personnel Policy and Admin (3cr) _____ PA 390 - Leadership Dynamics (3cr) _____ PA 449 – Policy Research & Evaluation (3cr) _____ PA 491 - Public Administration Internship II (3cr) | Complete ONE of the following courses (3 credits) _____ PA 307 - Local Politics and Administration (3cr) OR _____ PLS 203 - State Politics (3cr) |

Note Seidman College of Business 300/400 level courses in ACC, BUS, ECO, FIN, MGT, and MKT require Junior Standing and 2.75 GPA. Contact the Seidman College of Business at 616-331-7500 to discuss registration approval for these courses if your GPA is below a 2.75.