

University of Colorado Colorado Springs

College of Public Service

MPA Degree Plan

REQUIRES COMPLETION OF 36 CREDIT HOURS

Name: _____ **Student ID:** _____ **Beginning Term** _____

Advisor Name: _____ **Advisor Email:** _____

Core Courses (18 HOURS)

Course	Title	Hours	Semester	Grade
PADM 5001*	Intro to Public Administration and Public Service	3		
PADM 5002	Organizational Management and Behavior	3		
PADM 5003**	Research and Analytic Methods	3		
PADM 5004	Budgeting and Finance	3		
PADM 5005	The Policy Process and Democracy	3		
PADM 5006	Ethics and Leadership	3		

*PADM 5001 should be taken within the first 2 semesters. *PADM 5003 should not be taken in the first semester of study.

Elective Courses (12-15 HOURS DEPENDING ON CHOICE OF CAPSTONE OR THESIS)

Course	Title	Hours	Semester	Grade
		3		
		3		
		3		
		3		
		3		

ANY courses applied to the degree outside of UCCS PADM courses MUST receive prior written approval from the Program Director.

Internship (3 HOURS)

Course	Title	Hours	Semester	Grade
PADM 6910*	Internship	3		

*Required for those without at least one year of professional experience in a public administration-related field.

Capstone OR Thesis (3-6 HOURS)

Course	Title	Hours	Semester	Grade
PADM 5361* OR PADM 6950	Capstone Seminar or Master's Thesis	3-6		

*This should be your final course and should be taken alone, if possible. All core courses must be complete before enrolling in Capstone. Contact your faculty advisor for more information.

IMPORTANT INFORMATION

ACCEPTABLE GRADES

Grades of B- or better are required in all courses applied to the program for those students beginning in Fall 2016 catalog or later. In order to remain in good academic standing and to receive their degree, a student is required to maintain at least a B (3.0) GPA, which includes all work required for the MPA degree while taken at UCCS (classified and unclassified) and may differ from the University GPA.

REPEATING COURSES

A student who earns a grade of B- or below in a course may repeat that course once, with the approval of the program director, provided the course has not been previously applied toward a degree. The grade received in a repeated course may substitute for the original grade and only the latter grade will be used in calculating the graduate program grade point average required for graduation; however, all grades received during the student graduate school experience will appear on the student's transcript and will be used in calculating the student's University grade point average.

CERTIFICATES

Students may choose to focus electives so as to earn one or more graduate certificates concurrently with the MPA degree. Graduate certificates available for MPA students through UCCS include: Nonprofit Management; Public Administration Leadership and Management; Criminal Justice; Homeland Security and Emergency Management; National Security Intelligence; and Grant Writing, Management, and Program Evaluation. You must submit a Certificate Declaration form to the Graduate Student Services Specialist in the College of Public Service in order to pursue a certificate(s).

INTERNSHIPS

Pre-service students—those without at least one year of professional experience in a public administration-related field (e.g., government, nonprofit, national security, homeland security, or emergency management)—are also required to complete a 3-credit-hour internship course, bringing the total hours required for the degree to 39. Student employment is not eligible to count as relevant work experience.

Students are notified upon admission whether an internship is required for completion of program requirements. Should a student gain at least one year of professional experience during their tenure in the program, they may submit a Graduate Internship Waiver Request Form that will be reviewed by the MPA Program Director.

Students must have completed at least 9 credit hours of coursework to enroll in Internship. A minimum of 240 hours of supervised work is required to earn 3 hours of credit.

Internship guidelines are set forth in the MPA Student Internship Information Handbook.

CAPSTONE VS THESIS

Please discuss your options with your faculty advisor early in your program. A Capstone/Thesis orientation is held in both the fall and spring and is open to all College of Public Service MPA graduate students. All core courses must be completed before enrolling in Capstone or Thesis.

GRADUATION

Students should meet with their faculty advisor or the Graduate Student Services Specialist periodically to ensure they are meeting the requirements for graduation. Please apply for graduation at the beginning of the semester in which you intend to graduate. Deadlines and forms are found on the Graduate School website.

6.24.26 Revised