

Master of Public Administration Public Administration with a Concentration in Nonprofit Management and Governance (MPA)

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The mission of the Master of Public Administration (MPA) program in the School of Public Service at Old Dominion University is to develop professionals with the knowledge, skills, and abilities to lead and advance public service in a diverse, multi-sector environment. We expect our graduates to be capable of critical problem solving, effective communication, skillful implementation of policy and programs, and ethical application of management and leadership concepts. The MPA program serves the region, state, and nation; supports the professions of public administration and public service; and advances the state of knowledge through applied and scholarly research. *This program is available on-campus and online.*

The Application Package

The Old Dominion University Graduate Application is done online at <https://odu.edu/admission/graduate> (<https://odu.edu/admission/graduate/>). Questions about the online process should be directed to gradadmit@odu.edu or by calling (757) 683-3685. The application system will prompt the applicant to complete all components needed to apply to the Master of Public Administration program. Applications are accepted on a rolling basis in the Fall, Spring, and Summer semesters, though it is recommended that prospective students submit their applications at least three months prior to the start of their intended semester. To be considered for admission, applicants must submit the following:

1. Transcripts of **all** previous college work. During the admissions process, you may submit unofficial transcripts, but you will be required to provide official transcripts after admission;
2. A written statement describing how your experience in work and other settings and your choice of graduate study in public administration will lead to achieving your career goals. The statement must be cogent and have a good demonstration of writing ability; this should be considered a writing sample (1000 word maximum length);
3. A resume that includes your education and any/all work experience (the GRE is no longer required);
4. Minimum of **two** letters of recommendation from academic sources and/or employment supervisors. Please do not provide letters from friends, co-workers, or family; and
5. For students whose native language is not English, a minimum score of 550 on the paper-based TOEFL, 79 on the internet-based TOEFL, or 6.5 on the IELTS.; conditional admission is not offered for applicants who have not confirmed successful completion of the University requirements for English language proficiency.

Linked Master of Public Administration Program

The School of Public Service offers a linked program to high-performing Old Dominion University students from a variety of undergraduate majors. Interested students can complete up to 12 graduate-level credit hours in their senior year, and continue in the Master of Public Administration program upon receiving their bachelor's degree. These 12 credits may be applied to both the undergraduate degree as well as the MPA degree, pending admission. Students who wish to pursue this linked program should submit their application to the MPA program prior to beginning their last academic year of undergraduate study, and should apply for the semester immediately

following their expected undergraduate graduation. Undergraduate students enrolling in the linked program must have completed all general education requirements and possess a cumulative GPA of at least 3.0 at the end of their junior year. Students from all majors are welcome to apply, but some undergraduate majors that relate best to this program include Criminal Justice, Human Services, Management, Political Science, and Sociology.

Financial Assistance

Financial aid is available to graduate students at Old Dominion University. Financial aid may be available in the form of University fellowships, tuition grants, and research assistantships. The School of Public Service offers a limited number of graduate assistantship positions each semester. In addition to the financial aid offered by the University, graduate students may be eligible for aid and student loans administered by other agencies. For information about Work-Study programs, scholarships, and student loans, please contact the Office of Financial Aid.

For information and forms concerning application, contact:

Office of Graduate Admissions
Old Dominion University
Norfolk, VA 23529
Phone: (757) 683-3685
Email: gradadmit@odu.edu

For information concerning financial aid, contact:

Office of Financial Aid
Old Dominion University
Norfolk, VA 23529
Phone: (757) 683-3683

<https://ww1.odu.edu/tuition-aid> (<https://ww1.odu.edu/tuition-aid/>)

Curriculum Requirements

The MPA curriculum consists of 39 credit hours (13 courses). Courses are required in two categories:

1. **Core Concentration** (eight required courses)
2. **Electives** (five courses)

Core Curriculum

The following courses are required of all public administration students.

PADM 651	Administrative Theory I: The Context of Public Administration	3
PADM 671	Public Budgeting and Financial Management	3
PADM 701	Public Policy and Evaluation	3
PADM 723	Ethics in Public Administration	3
PADM 736	Diversity, Equity, & Inclusion: A Public Administration and Public Policy Perspective	3
PADM 753	Research Methods in Public Administration	3

Data Analysis

Select one of the following:		3
FOUN 722	Introduction to Applied Statistics and Data Analysis	
PADM 752	Introduction to Data Analysis	
MPHO 605	Introduction to Biostatistics for Public Health	
PADM 746	Capstone Seminar in Public Administration	3

Core Requirements	24
Concentration Courses	15
Total Credit Hours	39

Electives

Students choose their elective courses in the general area of public administration. With the approval of the MPA Program Director, students may take graduate-level courses outside of the Department. If a student elects to do an MPA-approved concentration or certificate program, those would count as elective hours.

MPA Elective courses

Select 5 of the following: 15

PADM 634	Regional Planning
PADM 652	Administrative Theory II: The Process of Public Administration
PADM 653	Wicked Problems in Public Administration
PADM 668	Internship/Field Experience *
PADM 695	Advanced Topics **
PADM/PPCM 704	Methods of Public Program Evaluation
PADM 708	Urban and Regional Economic Development
PADM 711	Tools of Government
PADM 712	Emergency Management and Policy
PADM 713	Fundraising for Nonprofit Organizations
PADM/PPCM 714	Public-Private Partnerships
PADM 715	Management and Governance of Nonprofit Organizations
PADM 716	Introduction to Nonprofit Sector
PADM 717	Nonprofit Financial Management
PADM 718	Public Sector Contract Administration
PADM/PPCM 719	Leadership
PADM 720	Public Human Resources Management
PADM 721	Transportation Policy
PADM 724	Administration of Human Services
PADM 725	Government, Society, and Business
PADM 726	Introduction to Public Procurement
PADM 727	Public Procurement and Project Management
PADM 728	Public Sector Contract Planning and Formation
PADM 731	Public Sector Procurement Law and Ethics
PADM/PPCM 734	Negotiation and Dispute Resolution
PADM 735	History of Race and Government Institutions
PADM 739	Cultural Competency
PADM 740	Community Participation and Civic Engagement
PADM 745	Managing Development and Change in Organizations
PADM 750	Performance Measurement and Management
PADM 760	Collaboration in Public Administration
PADM 772	Public Financial Management
PADM 780	Local Government Management
PADM/PPCM 781	Intergovernmental Management
PADM 785	Social Marketing in the Public Sector
PPCM/PADM 718	Public Sector Contract Administration
PPCM/PADM 726	Introduction to Public Procurement
PPCM/PADM 728	Public Sector Contract Planning and Formation
PPCM/PADM 731	Public Sector Procurement Law and Ethics

Total Credit Hours 15

- * Students are required to consult the MPA Graduate Program Director to confirm that a specific internship position or field experience role is eligible for PADM 668 course credit, and to determine if any additional requirements are necessary.
- ** From time to time, courses under the heading of PADM 695 "Advanced Topics" will be offered that students may choose to take as electives. Students may take more than one PADM 695, as long as the course is different.

Recommended Core Course Sequence

Students are required to enroll in Administrative Theory I: The Context of Public Administration (PADM 651) as early as possible in their program of study. The remaining core courses are not required to be taken in a specific order. However, the Capstone Seminar (PADM 746) must be taken after the other core courses have been completed (or in the same semester as the last of the core courses are being completed). Students should note that course offerings are limited during the summer term and should plan accordingly.

Nonprofit Management and Governance Concentration

Marina Saitgalina, Program Director

The Nonprofit Management and Governance concentration will consist of 12-credit hours, covering the theory underpinning the nonprofit sector, critical issues in the nonprofit sector, the management and governance of nonprofit organizations, budgeting and financial management, and fundraising.

Students will develop knowledge and skills relevant to analysis, synthesis, and critical thinking necessary to solve problems and make recommendations regarding issues faces by nonprofit organizations. Students will be able to articulate current issues and challenges of the nonprofit sector, develop recommendations rooted in theory and research evidence, and contribute to policy and practices of nonprofit organizations by actively and effectively engaging with its administrative processes.

The required courses are:

PADM 716	Introduction to Nonprofit Sector	3
PADM 715	Management and Governance of Nonprofit Organizations	3
PADM 717	Nonprofit Financial Management	3
PADM 713	Fundraising for Nonprofit Organizations	3
Total Credit Hours for Concentration		12
Elective		3
Total Credit Hours		15

Additional Requirements

Internship/Field Experience

Practical professional experience in a public or nonprofit agency setting is an important component of the MPA curriculum. A formal internship is highly recommended for students who lack significant experience in a public or nonprofit agency. Internships give students the opportunity to gain professional level experience and provide government or nonprofit agencies with the services of graduate students with high potential for future achievement. MPA students have the opportunity to earn up to three credits for an internship position, which will count as an elective course. PADM 668 Internship/Field Experience is the course students register for to earn credit for their public service experiences. Because the School of Public Service does not offer a comprehensive internship program within our department, these positions are most often acquired externally, though they must be approved by the MPA Graduate Program Director in order to count for course credit. Please contact the MPA Graduate Program Director with any questions you may have about internships or field experience projects: mpa@odu.edu.

For assistance in searching for and obtaining an internship position, contact the Old Dominion University Center for Career and Leadership Development.

Phone: (757) 683-4388

Email: cclld@odu.edu

For information about on-campus housing, contact:

Housing & Residence Life
Old Dominion University
Norfolk, VA 23529

Phone: (757) 683-4283
Email: housing@odu.edu

For more information relating to this program and its requirements, please visit <http://www.odu.edu/mpa> (<http://www.odu.edu/mpa/>)