

**MASTERS OF PUBLIC ADMINISTRATION
PROGRAM OF STUDY – Effective Fall 2007**

NAME _____ DATE ADMITTED _____ Orono _____
Augusta _____

ENROLLMENT STATUS: Full-time _____ Part-time _____ Readmit _____

PREREQUISITES _____ Conditional _____

Introductory course in American Government _____
Introductory course in economics _____ Changed to regular
Introductory course in statistics _____ status on _____
English Proficiency: N/A _____ TOEFL _____ Other _____
GRE/GMAT Verbal _____ Quantitative _____ Writing _____

CORE COURSES (18 credit hours)

	Term	Completed	Grade
PAA 516 Information Technology & Public Policy	_____	_____	_____
PAA 540 Public Financial Management I	_____	_____	_____
PAA 550 Public Personnel Management	_____	_____	_____
PAA 600 Accountability in Public Policy & Administration	_____	_____	_____
PAA 630 Organization & Leadership Theory for Public & Nonprofits	_____	_____	_____
PAA 683 Methods of Analysis in Public Admin. & Public Policy	_____	_____	_____

REQUIRED AREAS (6 credit hours. Students must take at least one course in each of two required areas)

Area One: Management of States and Localities

Area Two: Public Policy Analysis

ELECTIVES (12 credit hours. One 400 undergraduate course may be applied toward the MPA degree.)

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

OPTIONAL CONCENTRATION IN:

Core Courses	_____	_____	_____
Electives	_____	_____	_____
	_____	_____	_____

INTERNSHIP OR OTHER PRACTICAL EXPERIENCE (6 credit hours total required)

PAA 696 Public Administration Internships (6 hours – Fall/Spring)	_____	_____	_____
PAA 495 Municipal Government Internship (3 or 6 hours – Summer)	_____	_____	_____
PAA 493 Public Administration Internship (3 or 6 hours – Summer)	_____	_____	_____
Credit waiver for work experience (3 or 6 hours)	_____	_____	_____

Any course not specifically listed herein must be approved in advance by the MPA student's advisor.

_____ Advisor Signature	_____ Date	_____ Student Signature	_____ Date
_____ Director, Graduate Programs, Public Administration		_____ Date	

COURSES THAT FULFILL THE TWO REQUIRED AREAS
(Six Credit Hours)

Management of State and Localities – Area One

Choose one of the courses listed below:

- PAA 505 Intergovernmental Relations
- PAA 560 State Administration
- PAA 580 City and Regional Planning
- PAA 605 Community Power, Leadership and Administration
- PAA 640 Seminar in Public Financial Management II
- PAA 670 Regional Governance

Public Policy Analysis – Area Two

Choose one of the courses listed below:

- PAA 520 Policy Studies
- PAA 620 Program Analysis and Evaluation
- PAA 625 Healthcare and Human Services Policy and Administration
- PAA 627 Environmental Policy and Management
- PAA 685 Advanced Methods of Analysis in Public Administration & Public Policy

CONCENTRATIONS/ELECTIVES

The MPA **does** not require that you choose a concentration or declare a concentration. Rather, the degree requires the choice of four electives from the electives offered by the department or listed in this program of study. The optional concentrations below are designed to provide additional exposure to these salient areas and should be followed by a related internship experience. If you are interested in a concentration, check with your advisor on the scheduling of those classes. These courses may also be used as electives if you do not choose a concentration.

Concentration Areas: *Planning, Development, and Environmental Sustainability; Healthcare Policy and Nonprofit Management; State and Local Administration or Public Policy.*

PLANNING, DEVELOPMENT, AND ENVIRONMENTAL SUSTAINABILITY CONCENTRATION

Required concentration courses:

PAA 580	City and Regional Planning
PAA 627	Environmental Policy and Management

Elective courses, any two of the following:

PAA 410	Local Government Law
PAA 605	Community Power, Leadership and Administration
PAA 670	Regional Governance
PAA 680	Sustainable Economic and Community Development
*CIE 424	Urban Transportation Planning
ECO 525	Advanced Topics in Economic Development
*PRT 470	Principles of Tourism Management & Planning
REP 474	Land Use Planning
REP 527	State & Local Economic Analysis
REP 572	Advanced Environmental & Resource Economics II

HEALTHCARE POLICY AND NONPROFIT MANAGEMENT CONCENTRATION

Required concentration courses:

**PAA 625	Healthcare and Human Services Policy and Administration
PAA 655	Nonprofit Organization Management

Elective courses, any two of the following:

PAA 405	Administrative Law
*PAA 409	Accounting for Government and Not-For-Profit Entities
PAA 425	Healthcare and System Management
PAA 455	Nonprofit Management
PAA 520	Policy Studies
PAA 620	Program Analysis and Evaluation
**PAA 645	Financial Management in Healthcare
*ANT 437	Medical Anthropology
*DIS 600	Interdisciplinary Seminar in Disability Studies
DIS 650	Research in Disability Studies
NUR 420	Women's Health
**NUR 693	Ethical Inquiry in Healthcare
SWK 540	Social Welfare Policy and Issues for Generalist Practitioners
**SWK 680	Health Policy

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STATE AND LOCAL ADMINISTRATION CONCENTRATION

Required concentration course (choose one):

- PAA 505 Intergovernmental Relations
- PAA 605 Community Power, Leadership and Administration

Elective courses, choose any three of the following:

- PAA 409 Accounting for Government and Not-For-Profit Entities
- PAA 410 Local Government Law
- PAA 560 State Administration
- PAA 580 City and Regional Planning
- PAA 640 Seminar in Public Financial Management II
- PAA 670 Regional Governance
- ECO 471 Public Finance and Fiscal Policy
- REP 527 State & Local Economic Analysis

PUBLIC POLICY CONCENTRATION

Required concentration course:

- PAA 520 Policy Studies

Elective courses, choose any three of the following:

- PAA 620 Program Analysis and Evaluation
- PAA 625 Healthcare and Human Services Policy and Administration
- PAA 627 Environmental Policy and Management
- PAA 683 Advanced Methods of Analysis in Public Administration & Public Policy
- *BUA 638 Model-Based Decision Making
- *BUA 676 Marketing Research and Analysis
- *EAD 654 Educational Policy Formulation and Analysis
- ECO 471 Public Finance and Fiscal Policy
- *HED 654 Higher Education Policy & Politics
- REP 581 Sustainable Resource Systems and Public Policy
- SWK 540 Social Welfare Policy and Issues for Generalist Practitioners
- SWK 680 Health Policy

*Indicates prerequisites are required.

** Students completing these courses will receive a certificate in Health Care Administration in conjunction with their degree.

ELECTIVES BY TOPICAL AREAS

Without Concentration: *If you do not elect to concentrate in Planning, Development and Environmental Sustainability; Healthcare Policy and Nonprofit Management; State and Local Administration, or Public Policy, you are required to take at least 12 credits of electives. Electives are listed below by topic for convenience only. You can select electives from any combination of areas listed. You may also select PAA electives from the Concentration List. You are not required to take courses in any specific listed areas – these are electives intended to round out your learning experiences. Please check with other Departments for semester availability outside the Public Policy and Administration Department. Some classes may have prerequisites.*

Law, Society & Government

PAA 405	Administrative Law
PAA 410	Local Government Law
PAA 505	Intergovernmental Relations
PAA 585	Comparative Administrative Systems
PAA 670	Regional Governance
BUA 620	Law, Business and Society
BUA 639	Contemporary Issues in International Business
*EAD 531	School Law for Administrators
*HED 630	Higher Education and the Law

Nonprofit Management

*PAA 409	Accounting for Government and Not-For-Profit Entities
PAA 605	Community Power, Leadership and Administration
PAA 625	Healthcare and Human Services Policy and Administration
PAA 655	Nonprofit Organization Management
PAA 680	Planning and Organization for Economic and Social Development
*BUA 630	Industrial Relations and Personnel Management
EAD 640	Contract Negotiation and Management for Educational Administration
*EAD 650	Leadership Style in Education and the Human Service

Budgeting and Financial Management

PAA 640	Seminar in Public Financial Management II
PAA 645	Financial Management in Healthcare
*BUA 651	Financial Management
EAD 630	School Finance and Business Management
REP 527	State & Local Economic Analysis

Leadership and Management

PAA 430	Organizational Change in Public Service
PAA 605	Community Power, Leadership and Administration
PAA 655	Nonprofit Organization Management
PAA 680	Sustainable Economic and Community Development
*BUA 626	Behavioral Analysis for Administrative Decisions
BUA 631	Collective Bargaining
BUA 645	Selected Advanced Topics: Negotiations
*BUA 649	Management Policy
CMJ 605	Communication in Organizations
EAD 500	Fundamentals of Educational Leadership
*EAD 650	Leadership Style in Education and the Human Services
*EAD 651	Organizational Behavior in Education
EAD 652	Dynamic of Change in Schools
EDS 569	Seminar in Education Leadership

Technology

*BUA 605	Creating & Capturing Value in the Digital Economy
PAA 516	Information Technology and Public Policy
HTY 492	Technology and Society Since 1800-
*SIE 510	Geographic Information Systems Applications
*SIE 512	Spatial Analysis
SIE 525	Information Systems Law

***Indicates prerequisites required.**