PUBLIC ADMINISTRATION

The Master of Public Administration (MPA) is designed to meet the professional development needs of individuals employed by or planning a career in local, state, or federal government, or non-profit associations and organizations.

Applicants to the MPA with a major in public administration must select one of the following concentrations: administrative management, criminal justice, education, emergency management, environmental science management, geographical information systems, or political science.

Deadline dates for application and receipt of all required application materials for the MPA degree are: November 1 for spring semester admission, April 1 for summer admission, and July 1 for fall semester admission.

APPLICATION MATERIALS REQUIRED FOR THE MPA

Applicants for the MPA must submit all of the following documentation to the College of Graduate Studies, Jacksonville State University, 700 Pelham Road North, Jacksonville, Alabama 36265-1602, to be considered for admission:

1. Completed JSU Graduate Application for Admission (http://www.jsu.edu/graduate/grad_app.html)

2. Non-refundable $30.00 application processing fee

3. Official transcript(s) from all postsecondary institutions attended. (Students who have previously attended JSU do not need to request a transcript from the University.

4. Official test scores on the GMAT, the General Test of the GRE, or the MAT (please refer to page 16 of this Bulletin).

5. Three “Graduate Reference Forms” completed by individuals who can provide qualitative assessment of the applicant’s potential for success in graduate course work. This form is available in the office of the College of Graduate Studies or online at http://www.jsu.edu/graduate/forms/html or www.jsu.edu/graduate/docs/ref_form.pdf

6. A statement of purpose/interest that shows why the MPA degree is important to the applicant, what the applicant will bring to the program, and how the degree will benefit the applicant’s career aspirations.

7. A professional resume including academic history, employment, and voluntary/community work. Students who have a year or more of experience working for federal, state, or local government, or a nonprofit organization must include this experience on their resume and include a letter from the federal, state, or local government or nonprofit organization employer in order to be exempt from the internship requirement of this degree. The employer’s letter must state the dates of employment as well as the student’s main responsibilities while employed within the organization. Students lacking substantial prior administrative experience in government or nonprofit organizations must also register for 3 semester hours of internship credit (PSC 597 Public Affairs Internship), successfully complete internship responsibilities in a government (federal, state, or local) or nonprofit organization, and receive a passing grade for PSC 597.
8. If English is not the applicant’s native language, the applicant is required to submit an official TOEFL score report or an IELTS score report (please refer to page 22 of this Bulletin).

ADMISSION REQUIREMENTS TO THE MPA

Applicants who meet the general admission requirements to the College of Graduate Studies are eligible for admission to the MPA. A particular undergraduate major is not specified for admission to this program.

Applicants must meet one of the following admission formula requirements. For purposes of computing the undergraduate GPA, a 4.0 grade-point scale is used. The plus (+) and minus (-) grades from undergraduate transcripts are not used in calculating the GPA.

Unconditional Admission

200 times the undergraduate GPA on the undergraduate degree plus the GMAT is equal to or greater than a total of 850 points.

OR

450 times the undergraduate GPA plus the total score of verbal and quantitative sections of the General Test of the GRE is equal to or greater than a total of 1900 points;

OR

15 times the undergraduate GPA plus the MAT score is equal to or greater than a total of 80 points;

OR

200 times the undergraduate GPA on the undergraduate degree on the last 64 hours attempted toward the completion of the initial undergraduate degree plus the GMAT scores is equal to or greater than a total of 900 points.

Conditional Admission

Any applicant failing to meet the requirements for unconditional admission may be conditionally admitted with the recommendation of the graduate faculty in the applicant’s major and approval of the Dean of the College of Graduate Studies.

Applicants who are granted conditional admission must achieve a GPA of at least 3.0 on the first 12 graduate hours attempted within a twelve-month time frame. Failure to meet these conditions will result in the student being dropped from graduate studies.
MINIMUM REQUIREMENTS FOR THE MPA DEGREE

A total of 39 semester hours is required for most concentrations; an exception is education which may require 40 semester hours. The student must complete 18 semester hours in required public administration courses (21 if an internship is required); 15 semester hours in a concentration from one of the following fields: administrative management, criminal justice, education, emergency management, environmental science management, geographical information systems, political science, or sport management; and six hours of electives (only 3 semester hours of electives if an internship is required). All degree candidates lacking substantial prior administrative experience in government or nonprofit organizations must also register for 3 semester hours of internship credit (PSC 597 Public Affairs Internship), successfully complete internship responsibilities in a government (federal, state, or local) or nonprofit organization, and receive a passing grade for PSC 597.

Required Public Administration Courses (18 semester hours):

- PSC 500 Foundations of Public Administration (3)
- PSC 501 The Analysis of Policy (3) or PSC 545 Seminar in Public Administration (3)
- PSC 502 Research Methods in Public Administration (3)
- PSC 504 Administrative Leadership and Ethics (3)
- PSC 531 Public Personnel Administration (3)
- PSC 532 Public Finance Administration (3)
- PSC 597 Public Affairs Internship (2) (If required)

Concentration in one of the Following Fields of Study (15 semester hours):

- Administrative Management: 15 required semester hours
  or
- Criminal Justice: 15 semester hours by advisement
  or
- Education: 15-16 required semester hours
  or
- Emergency Management: 15 required semester hours
  or
- Environmental Science Management: 15 required semester hours
  or
- Geographical Information Systems: 15 required semester hours
  or
- Political Science: 15 semester hours by advisement

Electives (6 semester hours, 3 semester hours if internship is required):

The remaining six hours are electives (3 semester hours if internship is required) in a field appropriate to the student’s interest and career objectives. Students concentrating in administrative management may not elect these six hours in business courses.

39 Graduate Semester Hours Required for this Degree

Course descriptions for the public administration courses are provided in the Political Science section of this Bulletin.

Course descriptions for the concentration courses are provided in the various program sections of this Bulletin.
MASTER OF PUBLIC ADMINISTRATION WITH A
CONCENTRATION IN GEOGRAPHICAL INFORMATION SYSTEMS

The Department of Physical and Earth Sciences offers an area of concentration in geographical information systems (GIS) within the MPA degree program. Please refer to pages 263-272 of this Bulletin for required application materials and admission requirements for this program.

A graduate certificate in GIS is also available for non-degree students who wish to gain expertise in GIS. Please refer to the Geographical Information Systems section of this Bulletin for requirements for the graduate certificate in geographical information systems

REQUIRED GIS COURSES FOR
THE MPA WITH A CONCENTRATION IN GIS

A total of 39 semester hours is required for the degree. The student must complete 15 semester hours in the GIS concentration, 18 semester hours in required public administration courses, and six semester hours of electives (three semester hours of electives if an internship is required).

NOTE: Students who have not had undergraduate courses in GIS, or no prior experience in GIS using ESRI software, are required to complete GIS 510 as a prerequisite for the required courses.

The student must complete the 15 semester hours of required GIS courses listed below:

GY 452G Spatial Data Collection and Management (3)
GY 455G Organization and Management of Spatial Systems (3)
GY 456G Spatial Data Layout and Design (3)
GIS 580 Directed Research (3)

Choose one course from the three courses listed below:

GY 453G Analyzing Spatial Networks (3)
GY 454G Site Location Analysis (3)
GIS 570 Advanced Topics in Spatial Analysis (3)

39 Graduate Semester Hours Required for this Degree

Notes:

Course descriptions for the geographical information systems are provided in the Geographical Information Systems section of this Bulletin.

Course descriptions of the required public administration courses are provided in the Political Science section of this Bulletin.