

Three certificate programs are also offered. Each program consists of four three-credit courses that must be taken for a grade, and the GPA must be at least 3.0. These programs are open to anyone with an undergraduate degree in any area of study. The certificate programs are offered to those who do not wish to make the initial commitment to the master's degree program but wish to update or upgrade their skills. All courses taken may be applied to a MPA if a student decides to pursue the degree.

### Certificate Admission Requirements

1. A four-year bachelor's degree from a recognized college or university
2. A cumulative Grade Point Average (GPA) of at least 3.0 for all undergraduate work (based on A=4.00)

### Certificate in Health Administration

The health administration certificate program is designed to prepare people with diverse backgrounds already in the health care industry or those wishing to enter the fast growing and rapidly changing health care profession.

Courses:

<u>POLS 552</u>	Health Policy	3
<u>POLS 551</u>	Health Administration and Organization	3
<u>LAW 303</u>		3
<u>ECON 575</u>	Advanced Special Topics	3

\* also offered as POLS 593 Problems in Political Science and Public Administration: Legal & Ethical Issues in Health Administration

### Certificate in Public Administration

This program seeks to provide the management core needed by professionals from many academic backgrounds who have risen to positions of authority in the public and not-for-profit sector without benefit of formal management training.

Select four of the following:	12
<u>POLS 531</u>	Seminar: Public Administration
<u>POLS 533</u>	Administrative Ethics in the Public Sector
<u>POLS 536</u>	Public Personnel Administration
<u>POLS 538</u>	Public Budgeting and Financial Administration
<u>POLS 539</u>	Administrative Law

### Certificate in Policy Analysis

This program seeks to provide the analytic skills needed by professionals from many academic backgrounds who are required to do or understand policy analysis and program planning in the public and not-for-profit sectors. Even managers who do not do research themselves must understand the work of others if they are to make informed decisions based on the information provided in research reports.

Select four of the following:	12
<u>POLS 500</u>	Research Methods
<u>POLS 501</u>	Political and Public Policy Analysis
<u>POLS 502</u>	Seminar: Problems in State and Local Governments
<u>POLS 508</u>	Seminar: Legislative and Executive Processes
<u>POLS 532</u>	Public Policy

### Contact Information

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**Apply online: <http://graduateschool.und.edu>  
Deadlines apply. See our website for more details.**

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