MASTER OF PUBLIC ADMINISTRATION

Graduate Advisors: Gen, Joaquin, Shea, Stowers, Wang

Admission to Program

Apply online through Cal State Apply. Submit the following materials by uploading them to the Cal State Apply online application:

1. Statement of purpose to the SF State MPA Program. This statement of purpose should describe the following information in a coherent essay (in no more four pages, double-spaced):
   - Life experiences that have led you to an interest in public service (public or nonprofit)
   - Background in the public service, including any work or volunteer experience you might have in public or nonprofit agencies
   - Areas of specific interests in the public service, including what has led you to these specific interests
   - Career and professional goals and aspirations
   - How the MPA degree will be helpful and consistent with your career goals and aspirations
   - Why this is the right time in your career to come into an MPA program and seek the degree
   - Why the SF State MPA degree program is a good fit for you and your career / professional goals

2. Your current resume.

3. Two (2) letters of recommendation. These should be from individuals who know the candidate well and can address their potential for succeeding in graduate school. The letters do not have to be from faculty members at an academic institution; they can be from supervisors or others familiar with the candidate’s work.

Applicants must meet all university admission requirements to be accepted into the MPA program. Applicants are judged on a competitive basis.

Potential applicants who are still completing their undergraduate work should strengthen their preparation for the program with courses in public administration, economics, politics, public policy, and research techniques as well as experience working in either the public or nonprofit sectors.

Program Learning Outcomes

1. Meet challenges of rapidly changing world
2. Lead and manage in public governance
   a. Apply a wide range of knowledge about the public service
   b. Apply a wide range of knowledge about an elective area within public service
   c. Evidence professional skills necessary for the public service
3. Participate in and contribute to the public policy process
4. Analyze, synthesize, think critically, solve problems and make decisions
5. Articulate and apply a public service perspective
6. Communicate and interact productively with a diverse and changing workforce and citizenry
7. Communicate and work to ensure social justice, equity and other public service values highlighted by the Program

Written English Proficiency Requirement

The University has a requirement for written English proficiency that is to be assessed at two different levels.

Level One

Satisfactory performance on the Statement of Purpose should be achieved to gain admission to the degree program.

Level Two

Master’s thesis or strategic assessment memo from P A 890 must be written at a level commensurate with professional standards in the field.

Advancement to Candidacy

Approval of a student’s proposed course of study advances a student to candidacy. Completion of the Advancement to Candidacy (ATC) requirements qualifies the student to apply for the award of the master’s degree. Besides meeting University requirements for advancement to candidacy, students are required to:

- Complete any other conditions specified by the program.
- Consult regularly with a program advisor.
- Complete required core courses, management perspectives courses, and the capstone course with a grade of B- or better. Complete elective courses with a C or better. Maintain a minimum grade point average of 3.0 overall.

Upon advisement, upper division and graduate courses in other disciplines may be accepted if they contribute to a coherent program related to the student’s educational objectives.

Culminating Experience Requirement

Students in the public administration program can choose between two options for their culminating experience:

Students may choose to take a capstone course (P A 890) and complete a written comprehensive examination, the Strategic Assessment Memorandum (SAM). The capstone course focuses on synthesizing the knowledge, skills, and abilities learned in the program through the analysis of case studies from the field. Students complete their portfolio, analyze case studies, and present their strategic assessment of what managers operating in those cases should do to resolve them. The strategic assessment memo is the written presentation of each student’s analysis and plan for that case.

Students may also choose to undertake a traditional social science research project, the Master’s Thesis (P A 898) option. Working with a faculty committee, students write a prospectus, have it approved the semester before undertaking the research, and write the thesis. After initiating this option, students must maintain continuous enrollment until the thesis is completed.

Public Administration Program Portfolium

San Francisco State University Public Administration students graduate with a portfolio of work products and evaluations of that work, which
demonstrates the knowledge, skills, and abilities acquired in the public administration program. The required components of the portfolio are core competencies and skills crucial for the success of nonprofit and public administrators. Students publish selected coursework along with explanations of their accomplishments in the degree program on the platform and use it to connect with others in the field.

Willie L. Brown, Jr. Graduate Fellowship
Willie L. Brown, Jr. Graduate Fellowship is a two-year fellowship awarded on a competitive basis to MPA students who have experienced hardships or barriers in their pursuit of higher education. Applications open each fall for fellowships beginning the following January. The Fellowship includes a one-year internship placement at a San Francisco City/County agency and a second year of applied research and professional development in the MPA Program, including near-peer monitoring and supporting undergraduate fellows. Graduate Fellows receive a stipend of $10,000/year plus $3,000 in professional development funding in year 2.

Eugene I. Pearl Memorial Scholarship
The Eugene I. Pearl Memorial Scholarship is awarded on a competitive basis to students specializing in urban administration.

Cho Public Service Scholarships
Cho Public Service Scholarships are awarded on a competitive basis for incoming and continuing students. Students are selected on the basis of outstanding academic achievement, outstanding community service, and potential for excellence in the public and nonprofit sectors.

Bernard T. Deasy Honorary Scholarship in Public Administration
The Bernard T. Deasy Honorary Scholarship in Public Administration is awarded on a competitive basis to students interested in the fields of affordable housing finance, development, and management. Affordable housing is an integral component of public administration and community development strategies, and the career development of committed affordable housing professionals is vital to the continued success of our current housing delivery and management systems.

For more information regarding scholarships, visit AcademicWorks.

Public Administration (MPA) - 39-42 units

Core: Foundations (12 units)

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>P A 700</td>
<td>Foundations of Governance and Management</td>
<td>3</td>
</tr>
<tr>
<td>P A 705</td>
<td>Design and Consumption of Research</td>
<td>3</td>
</tr>
<tr>
<td>P A 706</td>
<td>Applied Data Analysis</td>
<td>3</td>
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<tr>
<td>P A 715</td>
<td>Policy Process and Civic Engagement</td>
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Core: Management Perspectives (12 units)

Select 12 units:

<table>
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<tr>
<td>P A 720</td>
<td>Organization Design and Change Management</td>
<td>3</td>
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<tr>
<td>P A 722</td>
<td>Performance Management and Planning</td>
<td>3</td>
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<tr>
<td>P A 724</td>
<td>Economic Perspectives</td>
<td>3</td>
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<tr>
<td>P A 725</td>
<td>Managing Human Capital</td>
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Internship Requirement (0 - 3 units)

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<tbody>
<tr>
<td>P A 803</td>
<td>Public Affairs Internship</td>
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Internship requirement may be waived upon evidence and approval of previous or concurrent educationally appropriate work experience in public policy or administration.

Electives on Advisement (12 units)
Select 12 units from the lists below.

Culminating Experience Requirement (3 units)

Select one:

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<tr>
<td>P A 890</td>
<td>Capstone Course in Public Administration</td>
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<tr>
<td>P A 898</td>
<td>Master’s Thesis</td>
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Elective Emphases

Nonprofit Administration

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<tr>
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<tbody>
<tr>
<td>P A 740</td>
<td>Public Service Management</td>
<td>3</td>
</tr>
<tr>
<td>P A 744</td>
<td>Nonprofits, Public Policy and Society</td>
<td>3</td>
</tr>
<tr>
<td>P A 741</td>
<td>Emerging Trends in the Public Service</td>
<td>3</td>
</tr>
<tr>
<td>P A 745</td>
<td>Perspectives on Nonprofit Management</td>
<td>3</td>
</tr>
<tr>
<td>P A 746</td>
<td>Application of Organizational Learning in Nonprofits</td>
<td>3</td>
</tr>
<tr>
<td>P A 750</td>
<td>Financial Management in the Public Service</td>
<td>3</td>
</tr>
<tr>
<td>P A 753</td>
<td>Decision Making in the Public Sector</td>
<td>3</td>
</tr>
<tr>
<td>P A 754</td>
<td>Comparative Perspectives in the Public Service</td>
<td>3</td>
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<tr>
<td>P A 755</td>
<td>Information and Knowledge in the Public Service</td>
<td>3</td>
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<tr>
<td>P A 757</td>
<td>E-Government</td>
<td>3</td>
</tr>
<tr>
<td>P A 762</td>
<td>Leading Change Across Sectors</td>
<td>3</td>
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<tr>
<td>P A 775</td>
<td>Program Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>M S 800</td>
<td>Museum Management, Law, and Ethics</td>
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<tr>
<td>M S 860</td>
<td>Fundraising in Museums</td>
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Public Policy

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<td>P A 753</td>
<td>Decision Making in the Public Sector</td>
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<td>P A 770</td>
<td>Policy Analysis</td>
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<td>P A 775</td>
<td>Program Evaluation</td>
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<tr>
<td>P A/GEOG 776</td>
<td>Environmental Policy</td>
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<tr>
<td>P A 777</td>
<td>Criminal Justice Administration</td>
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<tr>
<td>P A 783</td>
<td>Urban Housing Policy</td>
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<tr>
<td>USP/GEOG 433</td>
<td>Urban Transportation</td>
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<tr>
<td>USP/PLSI 560</td>
<td>Urban Poverty and Policy</td>
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<tr>
<td>USP/LABR/PLSI 570</td>
<td>Urban Health Policy</td>
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### Public Service Management

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<td>P A 753</td>
<td>Decision Making in the Public Sector</td>
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<td>Comparative Perspectives in the Public Service</td>
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<td>P A 755</td>
<td>Information and Knowledge in the Public Service</td>
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<td>P A 757</td>
<td>E-Government</td>
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<td>P A 762</td>
<td>Leading Change Across Sectors</td>
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<td>Program Evaluation</td>
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### Urban Administration

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<tbody>
<tr>
<td>ECON/USP 535</td>
<td>Urban Economics</td>
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<tr>
<td>GEOG/USP 433</td>
<td>Urban Transportation</td>
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<tr>
<td>GEOG 666</td>
<td>Geography of Garbage: Recycling and Waste Reduction</td>
<td>3</td>
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<tr>
<td>GEOG 667/USP 516</td>
<td>Environmental Justice: Race, Poverty, and Environment</td>
<td>4</td>
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<tr>
<td>GEOG 668/USP 513/PLSI 513</td>
<td>Politics, Law, and the Urban Environment</td>
<td>4</td>
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<tr>
<td>GEOG 858</td>
<td>Seminar in Environmental and Land Use Planning</td>
<td>3</td>
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<tr>
<td>P A 741</td>
<td>Emerging Trends in the Public Service</td>
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<td>Financial Management in the Public Service</td>
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<td>P A 780</td>
<td>Urban Administration</td>
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<tr>
<td>P A 781</td>
<td>Sustainable Development in Cities</td>
<td>3</td>
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<tr>
<td>P A 783</td>
<td>Urban Housing Policy</td>
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<td>P A 784</td>
<td>Intergovernmental Dynamics</td>
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<tr>
<td>USP/PLSI 560</td>
<td>Urban Poverty and Policy</td>
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<tr>
<td>USP 565</td>
<td>Social Policy and Family Systems</td>
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<tr>
<td>USP/LABR/PLSI 570</td>
<td>Urban Health Policy</td>
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<tr>
<td>USP/PLSI 580</td>
<td>Housing Policy and Planning</td>
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### Environmental Administration

The electives in Environmental Administration are offered jointly by the Public Administration Program (School of Public Affairs and Civic Engagement) and the Department of Geography & Environment. It’s recommended that students interested in this area take P A 776, one other course from the list of MPA courses below, and two courses from the list of Geography courses below.

<table>
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<th>Code</th>
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<tbody>
<tr>
<td>ENVS 470</td>
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<tr>
<td>ENVS 570</td>
<td>Applied Local Sustainability</td>
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<tr>
<td>GEOG/USP 433</td>
<td>Urban Transportation</td>
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<tr>
<td>GEOG 435</td>
<td>Geography of Global Transportation</td>
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<tr>
<td>GEOG/ENVS 600</td>
<td>Environmental Problems and Solutions</td>
<td>3</td>
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<tr>
<td>GEOG 647</td>
<td>Geography of Water Resources</td>
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<tr>
<td>GEOG/USP 651</td>
<td>San Francisco Bay Area Environmental Issues</td>
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### Criminal Justice Administration

<table>
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<tbody>
<tr>
<td>C J 505/I R 332</td>
<td>International Criminal Law (GE)</td>
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<td>C J 515</td>
<td>Extremism as Crime</td>
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<td>C J 520</td>
<td>Construction of Crime</td>
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<tr>
<td>C J 525</td>
<td>Global Restorative Justice and Corrections</td>
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</tr>
<tr>
<td>C J 530</td>
<td>Geographies of Social Control and Urban Diversity</td>
<td>3</td>
</tr>
<tr>
<td>C J 550</td>
<td>School Violence and Discipline</td>
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</tr>
<tr>
<td>C J 600</td>
<td>Youth Gangs in Community Context</td>
<td>3</td>
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<tr>
<td>P A 741</td>
<td>Emerging Trends in the Public Service</td>
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### Gerontological Administration

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<tbody>
<tr>
<td>GRN 500</td>
<td>Aging and Society</td>
<td>3</td>
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<tr>
<td>GRN 510/NURS 500</td>
<td>Death and Dying in Contemporary Society</td>
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<tr>
<td>GRN 705</td>
<td>Aging in a Multidimensional Context</td>
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<td>GRN 710</td>
<td>Aging Processes: Health and Human Services</td>
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<td>GRN 715</td>
<td>Age and Social Policy Analysis</td>
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<td>GRN 725</td>
<td>Aging and Diversity</td>
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<tr>
<td>GRN 735</td>
<td>Ethical and Legal Issues in Aging and Social Services</td>
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<tr>
<td>GRN 765</td>
<td>Aging and Continuum of Care</td>
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A variety of 1-unit courses can also be taken as electives. A total of three 1-unit courses may count toward the degree requirements.