

# NONPROFIT MANAGEMENT, POST-BACCALAUREATE CERTIFICATE

The Post-Baccalaureate Certificate in Nonprofit Management requires 15 credit hours and is designed to meet the training needs of nonprofit professionals. Certificate graduates will be prepared for management positions in the nonprofit sector, including positions in human service agencies, foundations, or professional associations. The certificate program may be useful to government and business professionals who have significant voluntary or nonprofit agency responsibilities.

The program combines core courses and electives that allow a student some tailoring to specific interests with courses available online and/or on campus. At least 12 credits must be taken in the M.P.A. curriculum. A portfolio demonstrating skills and competencies acquired through course work in the program must be submitted and approved for completion of the certificate. If the portfolio is judged unacceptable, no more than one additional attempt to satisfy the requirement is permitted. If the student fails to meet the department's minimum criteria for the portfolio on the second attempt, The Graduate School will be notified and will send the student a letter of dismissal.

For information regarding deadlines and requirements for admission, please see <https://grs.uncg.edu/programs/>.

In addition to the application materials required by the Graduate School, applicants must submit a personal statement and a resume.

## Certificate Program Requirements

**Required:** 15 credit hours

Code	Title	Credit Hours
<b>Core Requirements (9 credits)</b>		
PSC 540	Nonprofit Management and Leadership	3
PSC 645	Nonprofit Financial Management and Budgeting	3
or PSC 603	Budgeting and Fiscal Administration	
PSC 650	Philanthropy and Resource Development	3
<b>Choice Requirements (3 credits)</b>		
Select three courses (3 credits) from the following:		3
PSC 511	Topics in Public Affairs *	
PSC 511B	Topics in Public Affairs: Marketing for Public and Nonprofit Agencies	
PSC 511D	Topics in Public Affairs: Strategic Planning	
PSC 511G	Topics in Public Affairs: Grant Writing	
PSC 511N	Topics in Public Affairs: Nonprofit Law	
PSC 511V	Topics in Public Affairs: Volunteer Management	
<b>Electives</b>		
Select 3 credits of electives		3
<b>Total Credit Hours</b>		<b>15</b>

\* When the topic is Fundraising listed in the course schedule.

## Electives

Students must take 3 credits in a combination of 1 credit courses (PSC 511 Topics in Public Affairs): strategic planning, marketing, fundraising, legislative relations, volunteer management, media relations, oral communication skills, grant writing, nonprofit law; and/or a 3 credit course from the M.P.A. curriculum or approved courses outside the department in human development and family studies, social work, public health, business administration, and/or counseling, etc.