Public Administration, M.P.A.

Degree Offered

- Master of Public Administration

Nature of the Program

The mission of the West Virginia University Master of Public Administration (MPA) program is to prepare recent college graduates and new professionals to make a difference through careers in public service in a wide array of settings. WVU's Department of Public Administration offers the only internationally accredited MPA program in West Virginia. The MPA degree prepares individuals to work in government and nonprofit agencies to develop and implement public policies and programs. The MPA program offers flexible class times, full- and part-time enrollment, small class settings, and opportunities to work directly with community and government organizations through team-based class projects, the internship experience, professional development activities, and community service.

Dual Degrees

The department has established two dual degree programs within West Virginia University. A dual JD/MPA degree program established with the College of Law provides preparation in both law and public administration. A dual MSW/MPA degree in cooperation with the School of Social Work provides preparation for administrators in the social services. Dual degree programs also may be arranged with other academic programs and professional schools. Graduate studies regulations permit limited credit hours from one graduate degree to be applied to a second degree. Students may pursue two degrees and use approved coursework for both degrees.

Graduate Certificates Offered

The department offers a graduate certificate program in Community Development Policy & Practice.

FACULTY

PROFESSORS

- L. Christopher Plein - Ph.D. (University of Missouri)
  Regular Graduate Faculty, Eberly Professor of Outstanding Public Service, Legal and Political Foundations, Public Policy Analysis, Social Policy, Community and Economic Development
- Margaret Stout - Ph.D. (Arizona State University)
  Regular Graduate Faculty, Local Government, Community Development, Public Policy and Public Planning

ASSOCIATE PROFESSORS

- Paolo D. Farah - Ph.D., LLM, JD (College of Europe, University of Paris)
  Regular Graduate Faculty, Public Policy & Admin., Legal & Political Foundation, Sustainability, Socio-Economic & Cultural Rights & Justice, Human Rights, Technology & Innovation
- Maja Husar Holmes - Ph.D. (Syracuse University)
  Regular Graduate Faculty, Public Management and Public Leadership
- Karen Kunz - D.P.A. (University of Illinois, Springfield)
  Regular Graduate Faculty, Financial Management, Corporate Use of Public Funds, Political Economy

PROFESSORS EMERITI

- Nancy L. Adams - Ph.D. (Fielding Institute)
- Gerald M. Pops - Ph.D. (Syracuse University)
- David G. Williams - Ph.D. (State University of New York at Albany)

Admissions

MASTER OF PUBLIC ADMINISTRATION

The Master of Public Administration (M.P.A.) program is a degree program designed to prepare recent college graduates and new professionals to make a difference through careers in public service in a wide array of settings. Graduates will be able to apply the knowledge and skills gained to work in government and nonprofit agencies to develop and implement public policies and programs. In addition to the university requirements (http://catalog.wvu.edu/graduate/graduatededucationatwestvirginiauniversity/#classificationstext) for admission, applicants must hold a bachelor's degree in any field from an accredited college. The GRE is not required for admission to this program.
List of Admission Requirements:

• See the steps to apply for admissions and access the application here (https://graduateadmissions.wvu.edu/how-to-apply/).

• Two letters of recommendations from professional or academic references.

• Resume or CV that lists work experience, volunteer activities, internships, academic degrees and honors, and other accomplishments you feel the admissions committee should take into account in reviewing your application.

• A 500-word statement of purpose that indicates why the applicant wishes to pursue a career in public service, specific target for employment (e.g., nonprofit, profit, and public; local, state, and federal government, or other), and how the M.P.A. program can help meet those professional goals.

International Applicants:

• See the steps to apply for admissions and access the application here (https://graduateadmissions.wvu.edu/how-to-apply/).

• International applications should view additional requirements here (http://catalog.wvu.edu/graduate/graduateeducationatwestvirginiauniversity/internationaltext) and here (https://graduateadmissions.wvu.edu/information-for/international-students/).

• Language proficiency is required in order to hold a graduate teaching assistantship. See here (https://elli.wvu.edu/testing-resources/english-proficiency-gtas/).

Application Deadlines:

• The M.P.A. program accepts students for Fall admission only.

• The deadline for all application materials for Fall admission is April 1st.

• Applicants will be notified of the committee’s decision by April 15th.

• Applications for admission may be considered after this deadline on a space-available basis.

For further information, please visit publicadmin.wvu.edu (https://publicadmin.wvu.edu/)

For questions, please contact: publicadmin@mail.wvu.edu

Certain application requirements may be waived based on a preliminary review of an application by the program.

ADMISSION REQUIREMENTS 2024-2025
The Admission Requirements above will be the same for the 2024-2025 Academic Year.

Major Code: 1484

Degree Requirements

• **Credit Hours:** Students are required to complete a minimum of 39 credit hours in graduate coursework. Students may take PUBA courses or courses at the 400 level or above in another department as approved by faculty advisor as electives. Students with substantial experience in public administration may request to waive the MPA internship requirement.

• **Grade Point Average:** Students must earn a minimum cumulative GPA of 3.0 and a minimum GPA of 3.0 in courses applied to the degree.

• **Area of Emphasis:** The Public Administration Department offers two areas of emphasis - Healthcare Administration and Local Governance and Community Development. Students may either complete an Area of Emphasis or 12 credits of electives.
  
  • **Healthcare Administration:** For students who are interested in a career in a variety of healthcare settings, including hospitals, health departments, nursing homes, mental health services, home health services, nonprofit voluntary agencies, health research foundations, public and private insurance, and a variety of governmental agencies.
  
  • **Local Governance and Community Development:** For students who are interested in a career in community and economic development with non-profit agencies and local governments, including counties and municipalities, school districts, and public utilities.

• **Graduation Requirement:** Students are required to complete 3 credit hours of internship which reflects 360 contact hours in the internship placement. The internship requirement may be waived for students who have substantial public service experience.

• **Benchmarks:** For details, go to the Public Administration Degree Progress tab (http://catalog.wvu.edu/graduate/eberlycollegeofartsandsciences/publicadministration/#degreeprogress)

Curriculum Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>PUBA 600</td>
<td>Democratic Context of Public Administration</td>
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<tr>
<td>PUBA 610</td>
<td>Public and Nonprofit Management</td>
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<tr>
<td>PUBA 620</td>
<td>Public and Nonprofit Financial Management</td>
<td></td>
</tr>
<tr>
<td>PUBA 630</td>
<td>Public Service Research</td>
<td>24</td>
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</tbody>
</table>
PUBA 645  Public Policy and Administration
PUBA 710  Public Service Leadership
PUBA 720  Public and Nonprofit Budgeting
PUBA 700  Capstone Seminar

AOE or Elective Courses  12
Select one of the following options:
- Any PUBA courses at the 600 or 700 level
- Courses at the 400 level or above in another department as approved by faculty advisor

Healthcare Administration Area of Emphasis
Local Governance and Community Development Area of Emphasis

Internship  3
PUBA 751  Public Service Internship

Total Hours  39

Areas of Emphasis Offered:
- Local Governance and Community Development (p. 3)

Local Governance and Community Development Area of Emphasis

Counties and municipalities are the levels of government most directly involved in community and economic development. Localities are where we live, learn, work, and recreate. These and other local governments, like school districts and public utilities, comprise the largest sector of public employment in the United States. In fact, employment in local government has even been growing while it declines at other levels of government. Adding to this sub-sector the many nonprofit organizations that engage in community and economic development, the opportunities for employment in this field of public service abound.

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<tr>
<td>PUBA 650</td>
<td>Local Governance</td>
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<tr>
<td>PUBA 750</td>
<td>Public Planning</td>
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<tr>
<td>PUBA 755</td>
<td>Sustainable Community Development</td>
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Select 3 credit hours from the list below or an approved course by LGCD Advisor  3
PUBA 651  Social Equity in Public Service
PUBA 655  Public Engagement

Total Hours  12

Dual Degree
- Doctor of Jurisprudence/Master of Public Administration (p. 3)

DOCTOR OF JURISPRUDENCE/MASTER OF PUBLIC ADMINISTRATION
- Admission. Students seeking to enter the Program must apply separately and be admitted independently to the College of Law’s JD and Eberly’s MPA programs in accordance with each college’s standard admission procedure.
- For additional details and requirements for each program, please visit the Law page (http://catalog.wvu.edu/graduate/law/) or the Public Administration page (http://catalog.wvu.edu/graduate/eberycollegeofartsandsciences/publicadministration/).
- Students will develop a combined plan of study with their graduate advisers in Public Administration and in the Law School. Only courses included in an approved plan of study will satisfy graduation requirements.
- Students must meet the academic standards of both degrees earned.
- Students admitted to an approved dual degree program should plan to have their two degrees conferred simultaneously upon completion of all requirements for both degrees earned.

MASTER OF PUBLIC ADMINISTRATION

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<tr>
<td>PUBA 630</td>
<td>Public Service Research</td>
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### Public Administration, M.P.A.

<table>
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<td>PUBA 720</td>
<td>Public and Nonprofit Budgeting</td>
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<tr>
<td>PUBA 700</td>
<td>Capstone Seminar</td>
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**Elective Courses**
- Any PUBA courses at the 600 or 700 level
- Courses at the 400 level or above in another department as approved by faculty advisor

**Internship**
- PUBA 751 Public Service Internship

Total Hours 33

### DOCTOR OF JURISPRUDENCE

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<th>Code</th>
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<tr>
<td>LAW 641</td>
<td>Introduction to Legal Research</td>
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<td>LAW 700</td>
<td>Legal Analysis, Research and Writing 1</td>
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<tr>
<td>LAW 703</td>
<td>Contracts 1</td>
<td>4</td>
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<tr>
<td>LAW 705</td>
<td>Criminal Law</td>
<td>3</td>
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<tr>
<td>LAW 707</td>
<td>Property</td>
<td>4</td>
</tr>
<tr>
<td>LAW 709</td>
<td>Torts 1</td>
<td>4</td>
</tr>
<tr>
<td>LAW 711</td>
<td>Legal Analysis, Research and Writing 2</td>
<td>2</td>
</tr>
<tr>
<td>LAW 725</td>
<td>Constitutional Law 1</td>
<td>4</td>
</tr>
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<td>LAW 793</td>
<td>Civil Procedure</td>
<td>4</td>
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<tr>
<td>LAW 793</td>
<td>Introduction to the Profession</td>
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</tr>
<tr>
<td>LAW 793</td>
<td>Legal Writing Intensive</td>
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**Upper-Level Requirements**

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<tr>
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<tbody>
<tr>
<td>LAW 715</td>
<td>Appellate Advocacy</td>
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</tr>
<tr>
<td>LAW 742</td>
<td>Professional Responsibility</td>
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<tr>
<td>Seminar (any 688, 689, or 796 course)</td>
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<tr>
<td>Administrative Law Requirement</td>
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<tr>
<td>Perspective</td>
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<tr>
<td>Capstone</td>
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**Electives (credit may vary - used to reach the minimum of 91 hours for the degree)**

Total Hours 39

Total Hours 85

### Degree Progress

**Academic Advising:** Each student is assigned a faculty advisor to guide students with their program of study, internship placement, and career development. All course selections must be approved by the student’s MPA faculty advisor. Students are expected to meet at least once a semester with their faculty advisor to review their progress in the program of study.

**Plan of Study:** The Plan of Study should be discussed with the MPA faculty advisor to ensure appropriate sequencing of courses to meet graduation requirements.

**Evaluation Procedures:** The Public Administration faculty are committed to supporting all admitted students in their timely completion of the program. Students will annually receive a “good standing” letter from the Department Chair. MPA faculty advisors are available to discuss student progress in the MPA program and strategies to meet the MPA program requirements.

**Grade Point Average (GPA) and Course Grades:** Students must earn a minimum cumulative GPA of 3.00 in coursework applied to their graduate program. Students must also earn a minimum grade of B- in all required MPA courses. Students must earn a B- or better in non-PUBA courses that contribute to the MPA degree program of study.

**Timeline:** Master’s degree students are permitted to continue in a program for a maximum of eight years following their term of admission to the program. Students who have been inactive for two or more years or who exceed eight years following their term of admission are required to apply for readmission to the University and their graduate program.
**Professional Behavior:** The MPA program is a professional program preparing people for careers in public service. Adherence to professional standards and ethics is expected of students.

**Benchmarks:** Students are expected to meet at least once a semester with their faculty advisor to review their progress in the program of study. More information is provided in the MPA Student Handbook.

**Degree Completion:** Full-time students usually complete the MPA degree in five semesters (Fall semester, Spring semester, Summer term, Fall semester, Spring semester).

More information is provided in the MPA Student Handbook (https://publicadmin.wvu.edu/students/master-of-public-administration/student-resources/).

**Major Program Learning Outcomes**

**MASTER OF PUBLIC ADMINISTRATION**

- Differentiate, synthesize, and apply leadership and management knowledge relevant to public administration theory, research, and practice
- Differentiate and evaluate the various roles, practices, and power dynamics in the public policy process
- Apply research methods and analytical approaches appropriate to public service that generate reasoned conclusions and effective recommendations
- Formulate appropriate and ethical administrative approaches to public service purposes
- Generate and apply culturally responsive interpersonal and communications skills