

Graduate Certificate in City and County Management

Local government is increasingly being described as the level of government "where things get done!" This certificate is designed for those who are interested in a career in local government organizations (cities and counties) or in non-profit or private sector organizations that collaborate or serve local governments. It offers broad coverage of the leadership and management skills that local government professionals need as well as more in-depth instruction on key issues facing modern communities.

Admission to Graduate Studies

An applicant seeking to pursue graduate study in the College may be admitted as either a degree-seeking or non-degree seeking student. Policies and procedures of Graduate Studies govern the process of Graduate admission. These may be found in the Graduate Studies (<http://catalog.ku.edu/graduate-studies>) section of the online catalog.

Please consult the Departments & Programs (<http://catalog.ku.edu/liberal-arts-sciences>) section of the online catalog for information regarding program-specific admissions criteria and requirements. Special admissions requirements pertain to Interdisciplinary Studies degrees, which may be found in the Graduate Studies section of the online catalog.

Admission

The School of Public Affairs and Administration accepts students on a rolling admissions basis. Students may apply to be admitted for either the fall, summer or spring semesters.

Applicants for the certificate are required to have:

- Undergraduate GPA of 3.0 (if the undergraduate degree was awarded in the last three years)
- At least 3 years of managerial experience or be already admitted to any graduate programs of KU or already have a graduate management or leadership degree from an accredited institution
- Non-native speakers of English must meet English proficiency requirements as described here (<http://graduate.ku.edu/english-proficiency-requirements>)

Required application materials:

- KU online application (<http://graduate.ku.edu/ku-graduate-application>)
- Official transcripts
- Current resume

For students who *do not* have a master's degree and are not currently enrolled in a graduate program, 3 letters of reference are required.

For more information on admission to a graduate certificate program at KU, see the policy on Admission to Graduate Study (<http://policy.ku.edu/graduate-studies/admission-to-graduate-study>). Applications may be submitted at <http://graduate.ku.edu/ku-graduate-application>.

Certificate Requirements

The certificate requires 4 courses for a total of 12 graduate credit hours and has 2 options: intern option and career option. The intern option is designed for students who have no or little experience in local government environments.

Local Government Management (intern)

| Code | Title | Hours |
|---|---|-------|
| Required Coursework: | | |
| PUAD 851 | Infra-Structure Management | 3 |
| PUAD 892 | Public Administration Internship | 3 |
| PUAD 898 | Leadership, Professionalism, and Citizen Engagement | 3 |
| 1 Elective from the following list of SPAA Courses: | | 3 |
| PUAD 852 | Comparative Public Policy and Administration | |
| PUAD 854 | Innovation and Organizational Change | |
| PUAD 856 | Management and Information Technology | |
| PUAD 856 | Management and Information Technology | |
| PUAD 857 | Performance Management and Governance | |
| PUAD 859 | Service Management | |
| Total Hours | | 12 |

City and County Leadership (career)

| Code | Title | Hours |
|--|---|-------|
| Required Coursework: | | |
| PUAD 898 | Leadership, Professionalism, and Citizen Engagement | 3 |
| 3 courses from the following SPAA courses: | | 9 |
| PUAD 851 | Infra-Structure Management | |
| PUAD 852 | Comparative Public Policy and Administration | |
| PUAD 854 | Innovation and Organizational Change | |
| PUAD 856 | Management and Information Technology | |
| PUAD 857 | Performance Management and Governance | |
| PUAD 859 | Service Management | |
| Total Hours | | 12 |