NONPROFIT MANAGEMENT - GRADUATE CERTIFICATE

College of Arts and Sciences
Department of Political Science
www.kent.edu/polisci

Contact Information
• Program Coordinator: Daniel Hawes | dhawes2@kent.edu | 330-672-8923
• Chat with an Admissions Counselor

Fully offered
• Online

Admission Terms
• Fall
• Spring
• Summer

Examples of Possible Careers*
Chief executives
• 10.0% decline
• 287,900 number of jobs
• $185,950 potential earnings

Education administrators, all other
• 8.1% much faster than the average
• 52,100 number of jobs
• $87,580 potential earnings

General and operations managers
• 5.8% faster than the average
• 2,486,400 number of jobs
• $103,650 potential earnings

Medical and health services managers
• 31.5% much faster than the average
• 422,300 number of jobs
• $104,280 potential earnings

Public relations and fundraising managers
• 9.2% much faster than the average
• 88,000 number of jobs
• $118,430 potential earnings

Social and community service managers
• 17.0% much faster than the average
• 175,500 number of jobs
• $69,600 potential earnings

*Note
Source of occupation titles and labor data is from the U.S. Bureau of Labor Statistics’ Occupational Outlook Handbook. Data comprises projected percent change in employment over the next 10 years; nation-wide employment numbers; and the yearly median wage at which half of the workers in the occupation earned more than that amount and half earned less.

Description
The Nonprofit Management graduate certificate prepares graduates to work in the management and administrative positions in nonprofit organizations across a range of industries. Students acquire basic management skills, as well as applied skills specific to the nonprofit sector, that may include fundraising, executive board relations, policy advocacy and nonprofit law.

Prospective employers are nonprofit sector organizations as well as private and public sector organizations that frequently interact with nonprofit organizations.

Admission Requirements
• Bachelor’s degree from an accredited college or university
• Minimum 3.000 undergraduate GPA on a 4.000 point scale
• Official transcript(s)
• Goal statement
• A Writing Sample
• Three letters of recommendation
• English language proficiency - all international students must provide proof of English language proficiency (unless they meet specific exceptions) by earning one of the following:
  • Minimum 550 TOEFL PBT score (paper-based version)
  • Minimum 79 TOEFL IBT score (Internet-based version)
  • Minimum 77 MELAB score
  • Minimum 6.5 IELTS score
  • Minimum 58 PTE score

Program Requirements
Certificate Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PADM 60375</td>
<td>PUBLIC PERSONNEL ADMINISTRATION</td>
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<tr>
<td>or PADM 60377</td>
<td>PUBLIC BUDGETING AND FINANCIAL MANAGEMENT</td>
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<tr>
<td>or PADM 60379</td>
<td>PROGRAM EVALUATION I</td>
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<tr>
<td>or PADM 60574</td>
<td>STRATEGIC PLANNING</td>
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Certificate Electives, choose from the following:

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>PADM 60200</td>
<td>NONPROFIT ADVOCACY</td>
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<tr>
<td>PADM 60310</td>
<td>LEADERSHIP IN THE NONPROFIT AND PUBLIC SECTOR</td>
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<tr>
<td>PADM 60471</td>
<td>NONPROFIT LAW</td>
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<tr>
<td>PADM 60472</td>
<td>NONPROFIT BOARD EXEC RELATIONS</td>
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<tr>
<td>PADM 60477</td>
<td>NONPROFIT FINANCIAL RESOURCE DEVELOPMENT</td>
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Minimum Total Credit Hours: 12
Graduation Requirements

<table>
<thead>
<tr>
<th>Minimum Certificate GPA</th>
<th>Minimum Overall GPA</th>
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<tbody>
<tr>
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