

IUPUI School of Public & Environmental Affairs
Nonprofit Management * Undergraduate Certificate

Description of certificate:

This certificate will teach students how to work with and in nonprofit organizations, including general business and management skills.

Admission to the certificate program in nonprofit management requires the following:

Admission to the School of Public and Environmental Affairs (if not pursuing another degree program, see bulletin for admission requirements) OR current enrollment in any IU degree program. Complete *intent to pursue* form (ADD URL).

The certificate in Nonprofit Management requires satisfactory completion of the following:

A total of 18 credit hours, with a 2.3 GPA in all required coursework toward the certificate.

Certificate Requirements:

- SPEA V221 Nonprofit and Voluntary Sector (3 cr.)
 - o For Philanthropic Studies students – taking 6 hours of intro courses will substitute V221 for purposes of this certificate. (Choose PHST P201 or P105; & choose one of PHST P210, PHST P211, or PHST P212)
- SPEA V346 Introduction to Government Accounting and Financial Reporting (P: BUS A200 or A201 or consent of instructor)
 - o or V356 Introduction to Nonprofit Financial Accounting and Reporting (3 cr.) (p: BUS A200 or A201 or consent of instructor)
- SPEA V362 Nonprofit Management and Leadership (3 cr.)
- SPEA V458 Fund Development for Nonprofit Organizations (3 cr.)
- 2 classes chosen from the following (6 credits):
 - o SPEA V170 Introduction to Public Affairs
 - o SPEA V261 Computers in Public Affairs
 - o SPEA V263 Public Management
 - o SPEA V322 Sustainable Management
 - o SPEA V348 Management Science (P: K300 and Math M118)
 - o SPEA V361 Financial Management (P: BUS A200, A201, or consent of instructor)
 - o SPEA V366 Managing Behavior in Public Organizations
 - o SPEA V369 Managing Information Technology
 - o SPEA V373 Human Resources Management in the Public Sector
 - o SPEA V375 Emergency Services Management (P: SPEA J101)
 - o SPEA V376 Law and Public Policy
 - o SPEA V379 Performance Measurement and Program Evaluation
 - o SPEA V382 Political Action and Civic Engagement
 - o SPEA V408 Individual Rights, Common Goods and Public Policies
 - o SPEA V412 Leadership and Ethics
 - o SPEA V435 Negotiation and Alternative Dispute Resolution
 - o SPEA V436 Communication for Government and Nonprofit Organizations
 - o SPEA V443 Managing Workforce Diversity
 - o SPEA V463 Interpersonal Relations in the Workplace
 - o SPEA J306 Criminal Courts
 - o SPEA J321 American Policing (P: SPEA J101)
 - o SPEA J331 Corrections (P: SPEA J101)
 - o SPEA J376 Principles of Public Safety (P: SPEA J101)
 - o PHST P375 Philanthropy, Calling, and Community

*Other courses as approved by SPEA Academic Advisor and Program Director

Important notes:

- A maximum of 6 hours of credit from another institution may be applied toward this certificate. Credit work for this certificate may be taken on any campus of Indiana University.
- The SPEA double counting policy allows SPEA students to double count 2 courses or 6 credits between any combination of SPEA majors, minors, and certificates.
- SPEA students cannot earn a certificate in the same area as their major/concentration.
- Students must apply, during the last semester of certificate coursework, to be awarded the certificate:
<http://spea.iupui.edu/students/forms/undergraduate-graduation-application.php>.
- Students may certify into the IUPUI School of Public & Environmental Affairs once they have a prior term and cumulative GPA of 2.0 and a 2.3 in SPEA certificate courses.
- SPEA Good Standing requires: a previous semester 2.0 GPA, a cumulative 2.0 GPA, as well as 2.3 GPA in SPEA major courses.
- Please see a SPEA Academic Advisor with any questions. To make an appointment with an advisor, call SPEA Student Services at 317-274-4656, complete the online request form: <http://spea.iupui.edu/students/services/requests.php>, or stop by BS 3025.

For other important SPEA policies and degree requirements, see the IUPUI Campus Bulletin at <http://bulletin.iupui.edu/>.