

Online Graduate Certificate in Nonprofit Administration

Program Highlights

18 credit hours

In-state tuition: \$480.90/credit hour*

Out-of-state tuition: \$590.53/credit hour*

* Tuition is based on 2023-2024 rates and is subject to change.

- Available in an easily accessible 100% online format suitable for working professionals
- Equips service-minded professionals with analytical and management skills for working in governmental and nonprofit organizations
- Offers network-building opportunities with alumni and nonprofit leaders and experts
- Focuses on industry-relevant topics such as fundraising and fund development for nonprofits and measuring results
- Offers hands-on experience to students through group work and applied projects with working professionals



Get the skills needed to be an effective leader in the nonprofit sector

UTEP's Graduate Certificate in Nonprofit Administration provides professional training for those who have a strong desire to lead programs in the nonprofit sector. The program emphasizes nonprofit management, nonprofit executive leadership, program evaluation, volunteer management, and nonprofit fundraising and resource development.

The program is ideal for working professionals with some professional experience in the nonprofit sector. After completing the certificate, students may choose to apply their credit towards an MPA or put their newfound knowledge and skills to work in local/state government or the nonprofit sector. Over 90% of students who complete the certificate have an internship or job lined up, and the program places students in positions as grant writers and nonprofit executives most often, from their nonprofit coursework.



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Admissions Requirements

To qualify for admission into the Graduate Certificate in Nonprofit Administration you must:

- Submit
 - a completed graduate admissions application and application fee
 - official transcripts in accordance with the requirements of the Graduate School
- Have a bachelor's degree from an accredited institution in the United States or equivalent training from a foreign institution with an undergraduate GPA of 2.50 or higher

International students whose first language is not English must also submit:

- Official TOEFL (Test of English as a Foreign Language) score of 600 or higher

Curriculum

Students must complete two required courses plus four elective courses for a total of six courses (18 semester credit hours) to receive the certificate.

Course Offerings

Required Courses (6 hours)

PAD 5356	Social Entrepreneurship and Not-for-Profit Management
PAD 5381	Public and Nonprofit Program Evaluation

Electives (pick any four; 12 hours)

PAD 5302	The Public Administration Profession
PAD 5310	Public Policy Process and Institutions
PAD 5311	Economic Analysis for Public Administrators
PAD 5350	Public and Nonprofit Management
PAD 5352	Public Budgeting & Financial Management
PAD 5380	Selected Problems in Public Administration

Total Credits: 18

Note: Curriculum is subject to change.



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