

UCF Degree Programs

Public Administration (B.A./B.S.)

College of Health and Public Affairs

School of Public Administration,

Health and Public Affairs II, Room: 238

<http://www.cohpa.ucf.edu/publicadmin/>

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The School of Public Administration provides the highest quality undergraduate education for students interested in working in the public and private sectors, as well as, nonprofit organizations. The school strives to achieve local, state and national prominence through contemporary curriculum, innovative instruction, scholarly and applied research, and community service. Programs and services develop and enhance management skills essential to public and nonprofit organizations oriented towards an evolving metropolitan environment. The school offers an undergraduate program leading to a Bachelor of Arts (BA) or a Bachelor of Science (BS) in Public Administration. The program provides opportunities for students to prepare for employment as public administrators and produces graduates with the public management skills and analytical techniques needed for successful careers in government, nonprofit and related business fields.

Admission Requirements

- None

Degree Requirements

- Students who change degree programs and select this major must adopt the most current catalog.
- Students should complete the General Education Program and the Common Program Prerequisites before transferring within the Florida College System or State University System.
- Students should consult with a departmental advisor on a regular basis.
- Students must earn at least a "C" (2.0) in each course accepted as a common program prerequisite and Core Requirement (see sections 2 and 3 below).
- No transfer course will be accepted with a grade lower than a "C" (2.0).
- The courses designated in sections 1 (General Education) and 2 (Common Program Prerequisites) should usually be completed in the first 60 hours.
- Students must earn a 2.5 GPA in the major (all PAD Courses) in order to graduate.

1. UCF General Education Program (GEP) (36 hrs)

A: Communication Foundations (9 hrs)

B: Cultural & Historical Foundations (9 hrs)

C: Mathematical Foundations (6 hrs)

Required CGS 1060C Introduction to Computers 3 hrs

D: Social Foundations (6 hrs)

Required POS 2041 American National Government 3 hrs

E: Science Foundations (6 hrs)

2. Common Program Prerequisites (CPP) (3 hrs)

- See "Common Prerequisites" in the Transfer and

Transition Services section

CGS 1060C Introduction to Computers GEP

POS 2041 American National Government GEP

Select 1: (3 hrs)

ECO 2013 Principles of Macroeconomics or 3 hrs

ECO 2023 Principles of Microeconomics 3 hrs

3. Core Requirements: Basic Level

- None

4. Core Requirements: Advanced Level (24 hrs)

All core requirements must be completed with a minimum major GPA of (2.5) to satisfy the major.

PAD 3003 Public Administration in American Society 3 hrs

PAD 3733 Professional Administrative Writing in the

Public Sector

PAD 4034 The Administration of Public Policy 3 hrs

PAD 4104 Administrative Theory 3 hrs

PAD 4204 Fiscal Management 3 hrs

PAD 4414 Human Resource Administration 3 hrs

PAD 4720 Survey Research in Public Administration 3 hrs

PAD 4949 Cooperative Education 3 hrs

5. Restricted Electives (24 hrs)

Required Minor or Certificate in the School of Public Administration 18 hrs

■ Students must complete a minor or certificate from the School of Public Administration offered at UCF. Choose from: Emergency Management and Homeland Security; Nonprofit Management/National Certification in Nonprofit Management or the Certificate in Nonprofit Management; and Urban and Regional Planning, or other minor approved by the Undergraduate Program Director, excluding the minor in Public Administration. The minor cannot overlap with any other major requirement, PAD Core or BS required course. Students pursuing a minor outside the School of Public Administration must complete a minimum of 18 credit hours within that minor. Should that minor not require 18 credit hours the student must fulfill the 18 hour minor requirement by completing courses within the field of public administration.

Supporting Upper-Division Electives 6 hrs

■ Students pursuing the B.A. degree must complete six upper-level credits. These courses may be taken from the School of Public Administration or outside the School of Public Administration, as long as the prerequisites have been met.

■ Students pursuing the B.S. degree must complete six upper-level credits. These courses must be selected from the approved list of courses provided by the School of Public Administration.

6. Capstone Requirements

- None

7. Foreign Language Requirements

Admissions

■ Two years of one foreign language in high school, or one year of one foreign language in college (or equivalent proficiency exam) prior to graduation.

Graduation

■ Students pursuing the B.A. degree must demonstrate proficiency in a foreign language equivalent to two semesters or one year at the college level, beyond University requirement. ASL I, II and III can also be used to fulfill this requirement.

8. Electives

■ Students are encouraged to select courses as electives or other courses that will enhance their background in the public administration field. These may be used to build minors and certificates offered by the University. Examples include: Business, Criminal Justice, Diplomacy, Economics, Environmental Studies, Florida Studies, Global Peace and Security Studies, Health Services Administration, Leadership Studies, Legal Studies, Political Science, and Terrorism Studies.

■ The University requires 48 upper-level credits in order to graduate, students choosing the Nonprofit Management minor with the Generalist Emphasis may need to take additional upper-level electives to satisfy the University requirement.

9. Additional Requirements

- None

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10. Required Minors

■ Students must complete a minor or certificate from the School of Public Administration offered at UCF or another minor approved by the Undergraduate Program Director. Minors in Public Administration can include Emergency Management and Homeland Security; Nonprofit Management/National Certification in Nonprofit Management; and Urban and Regional Planning. Excluding the minor in Public Administration. The minor cannot overlap with any other major requirement, PAD Core or BS required course.

11. Departmental Exit Requirements

■ The students must attain a minimum grade of "C" (2.0) in all Common Program Prerequisites courses and in all Core Requirements (see sections 2 and 3 above).
 ■ An overall 2.0 GPA must be attained for all coursework (see sections 1, 2, 3, and 4).
 ■ Students must earn a 2.5 GPA in the major in order to graduate.

12. University Minimum Exit Requirements

■ A 2.0 UCF GPA
 ■ 60 semester hours earned after CLEP awarded
 ■ 48 semester hours of upper division credit completed
 ■ 30 of the last 39 hours of course work must be completed in residency at UCF.
 ■ A maximum of 45 hours of extension, correspondence, CLEP, Credit by Exam, and Armed Forces credits permitted.
 ■ Complete the General Education Program, the Gordon Rule, and nine hours of Summer credit.

Total Semester Hours Required

■ 120

Honors In Major

■ Admission: Applications to the Honors in the Major program must be approved by the Associate Dean of the Honors College and a Faculty Advisor in the School of Public Administration.

Related Programs

■ Business Administration
 ■ Criminal Justice
 ■ Economics
 ■ Health Services Administration
 ■ Legal Studies
 ■ Management
 ■ Political Science
 ■ Social Work

Certificates

■ None

Related Minors

■ Business
 ■ Criminal Justice
 ■ Diplomacy
 ■ Economics
 ■ Entrepreneurship
 ■ Environmental Studies
 ■ Florida Studies
 ■ Health Services Administration
 ■ International and Global Studies
 ■ Leadership Studies
 ■ Legal Studies
 ■ Political Science
 ■ Terrorism Studies

Advising Notes

■ Orientation and advising are two of the most valuable tools that a student can make use of when transferring to UCF. Be sure that you take advantage of both.
 ■ Students are urged to have access to a personal computer, modem, and appropriate software to interact with the University and professors.

Transfer Notes

■ Florida College System students are advised to complete the Associate of Arts degree, to include the general education requirements and the common program prerequisites.

■ Lower division courses do not substitute for upper division courses.
 ■ Courses transferred from private and out-of-state schools must be formally evaluated for equivalency credit. The student must provide a course syllabus and any additional supporting documentation with his/her petition for this evaluation.

■ Common Program Prerequisites for the State University System for the School of Public Administration programs include American National Government (POS2041), Macroeconomics (ECO2013), Microeconomics (ECO2023), Statistics (STA2014 or STA2023), and Introduction to Computer (CGS1000, CGS1060, or CGS2100).

■ Subject to the general grade and residence requirements, credit will be granted for transferred course work equivalent to that required in the Public Administration program. Only grades of "C" (2.0) or higher transfer into the program and students must have a "C" (2.0) or better in each common program prerequisites class.

Acceptable Substitutes for Transfer Courses

■ None

Plan of Study

■ This is one of numerous possible plans of study.
 ■ Although all classes are listed as being taken during the academic year, you may take classes during the summer semester.

Freshman Year - Fall

ENC 1101	Composition I	3 hrs
CGS 1060C	Introduction to Computers	3 hrs
POS 2041	American National Government	3 hrs
Free Elective		3 hrs
GEP Cultural		3 hrs

Freshman Year - Spring

ENC 1102	Composition II	3 hrs
MAC 1105C	College Algebra	3 hrs
GEP Communication		3 hrs
Free Elective		3 hrs
GEP Social		3 hrs

Sophomore Year - Fall

STA 2014C	Principles of Statistics	3 hrs
ECO 2013	Principles of Macroeconomics	3 hrs
Free Elective		3 hrs
GEP Historical		3 hrs
GEP Science		3 hrs

Sophomore Year - Spring

PAD 3003	Public Administration in American Society	3 hrs
PAD 3733	Professional Administrative Writing in the Public Sector	3 hrs
Free Elective		3 hrs
GEP Historical		3 hrs
GEP Science		3 hrs

Junior Year - Fall

PAD 4104	Administrative Theory	3 hrs
PAD 4414	Human Resource Administration	3 hrs
PAD Approved Minor Course		3 hrs
PAD Approved Minor Course		3 hrs
Free Elective		3 hrs

Junior Year - Spring

PAD 4034	The Administration of Public Policy	3 hrs
PAD 4720	Survey Research in Public Administration	3 hrs
PAD Approved Minor Course		3 hrs
PAD Approved Minor Course		3 hrs
Free Elective		3 hrs

Senior Year - Fall

PAD 4949	Cooperative Education	3 hrs
PAD Approved Minor Course		3 hrs
PAD Approved Minor Course or Free Elective		3 hrs
Supporting Upper-Division Elective		3 hrs
Free Elective		3 hrs

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Senior Year - Spring

15 hrs

PAD 4204 Fiscal Management
PAD Required Minor Course
Supporting Upper-Division Elective
Free Elective
Free Elective

3 hrs
3 hrs
3 hrs
3 hrs
3 hrs

Program Academic Learning Compacts

■ Program Academic Learning Compacts (student learning outcomes) for undergraduate programs are located at:
http://www.oas.ucf.edu/alc/academic_learning_compacts.htm