

Advanced *education* for *rewarding careers*

Keller
Graduate School of Management



Public Administration

Capitalize on growing career opportunities

With demand for managerial skills and expertise beyond the corporate world growing rapidly, specialized education in the public administration field can lead to uniquely rewarding opportunities. Lured by the chance to improve their local communities and society at large, many people today are pursuing their life's work in public service or healthcare management. And with good reason.

- According to the Bureau of Labor Statistics, though employment varies by state and region, overall prospects for those seeking government management careers are favorable, especially for those with managerial expertise.¹
- According to PublicServiceCareers.org, the Master of Public Administration (MPA) has emerged as a vital professional degree in the public service field. Numerous policymakers and leaders in the United States and internationally have earned this degree to help launch their successful careers.²

To help move your career forward in public administration, take advantage of multiple master's degree programs or a graduate certificate option offered by DeVry University's Keller Graduate School of Management.

Professional roles and responsibilities

Credentialed public administration professionals are often the experts others look to for providing leadership in diverse areas such as public policy, human resources, budgeting, accounting, project management, information systems and marketing. Though career paths within the field vary greatly, public administrators are often the driving force behind projects involving:

- Designing, launching and directing various public service programs.
- Creating, lobbying for and implementing critical governmental and organizational policies.
- Helping propose and implement construction of buildings and facilities.



Diverse paths to career success

No matter where you've been – or where you want to go – an advanced credential from Keller can help you achieve greater levels of responsibility and reward in a more meaningful career.

MPA

Keller's Master of Public Administration degree program offers a choice of three specializations on which to build your management career:

- Healthcare Management
- Government Management
- Nonprofit Management

MBA

For a more broad-based approach, pursue a Keller Master of Business Administration (Master of Business Administration in Management in New York) degree and concentrate in either Public Administration or Health Services.

Graduate Certificate

Earn a graduate certificate in Health Services Management while on your way to completing a master's degree or as a stand-alone credential.

¹ Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2010–11 Edition, Accountants and Auditors, on the Internet at www.bls.gov/oco/ocos001.htm (visited May 27, 2011).

² Public Service Careers About Us. (2008). Retrieved June 2, 2011, from Public Service Careers: <http://www.publicservicecareers.org/index.asp?pageid=509>

Keller's Government and Nonprofit Management Options

Master of Public Administration

Keller's MPA degree program offers students the opportunity to customize their education to combine management core coursework with sector-specific courses in healthcare, government or nonprofit management. Two elective course options provide additional opportunity for specialization.

MPA Program Core Courses – seven required for each emphasis

- Legal, Political and Ethical Dimensions of Business, GM520
- Managerial Decision-Making, GM530
- or -
- Applied Managerial Statistics, GM533
- Business Economics, GM545
- Leadership and Organizational Behavior, GM591
- Managing Organizational Change, HR587
- Managerial Applications of Information Technology, IS535
- Project Management Systems, PM586

MPA Elective Courses – six credit hours required

Choose any electives for which prerequisite(s) are met. Course offerings are found in Keller's academic catalog, available via keller.edu.

MPA with Healthcare Management Emphasis

The MPA with Healthcare Management emphasis is perfect for students interested in building their skills to either enter or advance in the healthcare management field. For this emphasis, MPA program core courses and electives are combined with:

- Health Service Systems, HS541
- Health Rights and Responsibilities, HS542
- Health Services Finance, HS543
- Health Policy and Economics, HS544
- Managed Care, HS546
- Public Administration Capstone, PA600

MPA with Government Management Emphasis

If your career goals include lending your managerial expertise to city, county, state or federal governments, the MPA with Government Management emphasis can provide the advanced degree that can help you succeed. For this emphasis, MPA program core courses and electives are combined with:

Government Management Emphasis-Specific Courses – all six required

- Governmental and Nonprofit Accounting, PA504
 - Governmental Budgeting and Finance, PA581
 - Public Policy Formulation and Implementation, PA582
 - Intergovernmental Management, PA584
 - Public Administration Capstone, PA600
 - Contract and Procurement Management, PM598
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MPA with Nonprofit Management Emphasis

Keller's MPA with Nonprofit Management emphasis is designed specifically for students interested in providing management leadership to charitable and nonprofit organizations, as well as to foundations and special-interest groups. For this emphasis, MPA program core courses and electives are combined with:

Nonprofit Management Emphasis-Specific Courses – all six required

- Negotiation Skills, HR595
- Marketing Management, MM522
- Governmental and Nonprofit Accounting, PA504
- Nonprofit Organization Management, PA571
- Managing Nonprofit Development Programs, PA572
- Public Administration Capstone, PA600



Master of Business Administration

Choose Keller's MBA program with a concentration in Public Administration or Health Services for a solid combination of managerial coursework and courses that fit your specific career goals and interests.

MBA Program Core Courses – all five required

- Accounting and Finance: Managerial Use and Analysis, FI504
- Applied Managerial Statistics, GM533
- Leadership and Organizational Behavior, GM591
- Managerial Applications of Information Technology, IS535
- Marketing Management, MM522

MBA Program-Specific Courses – all five required

- Managerial Accounting, AC505
- Managerial Finance, FI515
- Legal, Political and Ethical Dimensions of Business, GM520
- Business Economics, GM545
- Business Planning Seminar, GM600

MBA Elective Courses – six credit hours required

Choose any electives for which prerequisite(s) are met. Course offerings are found in Keller's academic catalog, available via keller.edu.

Public Administration Concentration Courses – any four required by students choosing this concentration

- Negotiation Skills, HR595
- Governmental and Nonprofit Accounting, PA504
- Nonprofit Organization Management, PA571
- Managing Nonprofit Development Programs, PA572
- Governmental Budgeting and Finance, PA581
- Public Policy Formulation and Implementation, PA582
- Intergovernmental Management, PA584
- Public Administration Capstone, PA600

Health Services Concentration Courses – any four required by students choosing this concentration

- Health Service Systems, HS541
 - Health Rights and Responsibilities, HS542
 - Health Services Finance, HS543
 - Health Policy and Economics, HS544
 - Managed Care, HS546
-

Graduate Certificate in Health Services Management

If you wish to develop your expertise in Health Services Management without completing an entire degree program – or while progressing toward a master’s credential – consider pursuing a graduate certificate.

Health Services Management Certificate Courses – seven required, as noted:

all three required

- Accounting and Finance: Managerial Use and Analysis, FI504
- Leadership and Organizational Behavior, GM591
- Marketing Management, MM522

any four required

- Health Service Systems, HS541
- Health Rights and Responsibilities, HS542
- Health Services Finance, HS543
- Health Policy and Economics, HS544
- Managed Care, HS546

Learn more at keller.edu or call 888.535.5370
to speak with an admissions representative.

Master *your future...* and make a *difference*



The credibility you expect

- DeVry University is accredited by The Higher Learning Commission of the North Central Association, www.ncahlc.org. Keller Graduate School of Management is included in this accreditation.
- Learn from successful real-world business leaders.
- Become familiar with management skills employers demand.
- Benefit from nationally respected programs that address market trends.

The flexibility you need

- Select coursework to fit your specific career goals.
- Balance work, life and school with Keller's flexible schedules.
- Take classes on campus, online or both and get the same attention, curriculum and quality.

Grow the business of you at Keller

No matter what type of public administration career you choose to pursue, Keller can help position you for success. Keller's degree programs are built on a solid core of management courses focused on general skills critical to success in the business world – skills needed to achieve new levels of career potential. Coursework addresses:

- Understanding key concepts of budgeting and accounting.
- Examining legal, political and regulatory controls for business law, ethics and corporate social responsibility.
- Organizational behavior and change.
- Effectively directing solution-driven projects.
- The structure of technology in the workplace.

This coursework will serve as the foundation on which to focus your studies and build your expertise in either healthcare, government or nonprofit management.

You've already made one good decision – choosing to pursue an advanced education. Now make another by choosing Keller. Read on to learn more about Keller's Public Administration options and how they can help grow the business of you.

Keller

Graduate School of Management



Visit keller.edu or call 888.535.5370

For comprehensive consumer information, visit keller.edu/studentconsumerinfo

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