



Master of Public Administration Early Admissions

The Master of Public Administration offers highly qualified and motivated students the opportunity to complete a bachelor's degree and a master's degree in an accelerated time frame. The **Early Admission program** allows upper-division undergraduate students with a major or minor in Political Science to enroll for graduate-level credit in up to 9 hours of 4/5000 level MPA courses. Students who are granted early admission to the MPA program will register for MPA courses at the 5000-level and receive credit at **both** the graduate and undergraduate level. To be successful at the graduate level, the undergraduate student must complete all graduate-level requirements of the course and be evaluated by the same criteria as the graduate students.

Eligibility: To apply for early admission to the MPA program, students must:

- For students majoring or minoring in Political Science or minoring in Public Administration a minimum GPA of 3.0 and a 3.2 GPA within the major/minor is required. For other social science majors, a cumulative GPA of 3.2 is required.
- Undergraduate advisor's approval
- Permission of the Political Science department chair
- Permission of the MPA program director
- Have at least junior standing when applying for the program

Application Process:

- Complete the [application](#).
- A letter of interest
- Include two letters of recommendation (at least one of whom must be from a Political Science and Public Administration faculty member).
- Submit completed application to Dr. Jami Taylor, MPA Director, Department of Political Science and Public Administration.

In the early admissions program, we will allow students to take 3 of the following courses for a maximum of 9 hours of graduate credit that may be used to fulfill undergraduate requirements:

- PSC 5300 Principles of Public Administration (3 hours, offered Fall)
- PSC 5410 Public and Nonprofit Management (3 hours, offered Fall)
- PSC 5430 Human Resources Management in Public and Nonprofit Organizations (3 hours, offered Spring)
- PSC 5440 Budgeting and Financial Administration (3 hours, offered Spring)
- PSC 5560 Law and Public Administration (3 hours, offered Spring)
- GEPL 5110 Geographic Information Systems (3 hours, offered Fall)

Each of the PSC courses will fulfill political science major or minor electives while GEPL 5110 will fulfill a related field requirement for students majoring or minoring in political science. All of the courses are approved for credit within the public administration minor. For other social science majors, these courses will serve as related field courses. Within the MPA program, PSC 5300, PSC 5430, PSC 5440 and PSC 5560 are required classes. PSC 5410 and GEPL 5110 are MPA electives. Students admitted into the program may not take any of these courses for graduate credit before holding senior status.

Note that undergraduate instructional fees will be applied to graduate credit hours. Upon the completion of their undergraduate degree, students granted early admissions to the MPA program will be required to complete a full university graduate application to the MPA program. This early admissions application is for while you are an undergraduate student at the University of Toledo and is not a substitute for the full university application for graduate school. Students granted early admission to the MPA program must earn a minimum of 3.0 GPA in each graduate course applied to their MPA degree. The MPA program will waive the GRE admissions requirement for early admissions students who earn a minimum of 3.0 GPA in the graduate courses completed as an undergraduate student.

For further information, please contact either:

- **MPA Director:** Dr. Jami Taylor, 3008 Snyder Memorial Hall, 419-530-4511, jami.taylor@utoledo.edu
- **Department Chair & Undergraduate Advisor:** Dr. Sam Nelson, 3005 Snyder Memorial Hall, 419-530-4151, sam.nelson@utoledo.edu



**Application for Early Admission to the
Master of Public Administration Program**

Name _____
Last First MI

Address _____
City State Zip Code

Home Phone Number _____ Cell Phone Number _____

E-mail Address _____

Major(s) _____ Minor(s) _____

Expected Graduation Term (Fall/Spring/Summer of Year) _____

In the space below, please list the two names of the individuals who will provide a letter of reference (at least one of whom must be from a Political Science and Public Administration Faculty member). Such letters must be sent to Dr. Jami Taylor, MPA Director, Department of Political Science and Public Administration Faculty, Snyder Memorial 3000, The University of Toledo, Toledo, Ohio, 43606.

1. _____

2. _____

Student Signature

Date

Faculty Advisor Signature

Date