

College of Urban Planning and Public Affairs

PUBLIC ADMINISTRATION

Mailing Address:
Department of Public Administration (MC 278)
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Campus Location: 130 CUPPAH
Program Codes: 20FS0339MPA (MPA)
20FS0339PHD (PhD)

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Head of the Department: Michael Pagano

Director of Graduate Studies: Karen Mossberger

The graduate program in Public Administration is part of the College of Urban Planning and Public Affairs. The unit offers course work leading to the Master of Public Administration (MPA) and the Doctor of Philosophy in Public Administration.

The MPA is a professional program fully accredited by the National Association of Schools of Public Affairs and Administration. Its broad goal is to train both preservice and working professionals for productive careers in the public service.

The doctoral program is designed to produce graduates with demonstrated analytic abilities, and the creativity and potential for making significant, original contributions to the profession, whether as scholars, practitioners, or both. The program builds on a core of ideas and issues, with strong emphasis on theory construction and empirical research in the areas of Public Management; Financial Management; Science, Technology, and Information Policy; and Survey Methods.

Admission Requirements

Applicants are considered on an individual basis. In addition to the Graduate College minimum requirements, applicants must meet the following program requirements:

Master of Public Administration

- **Baccalaureate Field** No restrictions.
- **Grade Point Average** At least 3.00/4.00 for the final 60 semester (90 quarter) hours of undergraduate study.
- **Tests Required** GRE or GMAT scores are required from applicants who are requesting program-administered financial assistance. GRE or GMAT scores are recommended but not required from applicants who are not requesting program-administered financial assistance.
- **Minimum TOEFL Score** 550 (paper-based); 213 (computer-based); 80, with subscores of Reading 19, Listening 17, Speaking 20, and Writing 21 (new Internet-based TOEFL).
- **Letters of Recommendation** Three required from instructors familiar with the applicant's academic training or supervisors familiar with the applicant's professional experiences.
- **Personal Statement** Required. Applicants must submit a brief statement of their professional goals and academic interests.

- **Additional Materials** Applicants must submit a resume and a 5–10 page writing sample.
- **Nondegree Applicants** Nondegree applicants must submit an official transcript from their baccalaureate institution, resume, writing sample, three letters of recommendation, and a letter stating which courses they would like to take and why they feel nondegree admission would be beneficial.

Doctor of Philosophy

- **Prior Degrees** Master's degree required. Applicants must present evidence of having completed a graduate-level statistics course. Students with a deficiency in this area will be required to take additional course work as prescribed by the program director. Such course work will not apply to the degree requirements.
- **Grade Point Average** At least 3.50/4.00 for all undergraduate and postbaccalaureate course work.
- **Tests Required** GRE General. All applicants should have a combined score of at least 1100 on the verbal and quantitative portions of the GRE. If an applicant fails to present a minimum GRE score of 1100 and a GPA of 3.50, the applicant may still be considered by the PhD Committee. The committee will review all evidence of high promise, including, but not limited to, trend of graduate grade, type of graduate program, and mature work experience.
- **Minimum TOEFL Score** 550 (paper-based); 213 (computer-based); 80, with subscores of Reading 19, Listening 17, Speaking 20, and Writing 21 (new Internet-based TOEFL).
- **Letters of Recommendation** Three required from persons familiar with the applicant's academic achievements or professional experience.
- **Personal Statement** Required. Applicants must submit a brief statement of their professional goals and academic interests.
- **Other Requirements** Applicants must submit a 3–5 page written essay, a resume, and may be asked to interview with one or more members of the faculty.

Degree Requirements

In addition to the Graduate College minimum requirements, students must meet the following program requirements:

Master of Public Administration

- **Minimum Semester Hours Required** 52.
- **Course Work Required** *Core Courses*: PA 400, 407, 410, 415, 502, 503, 504, 506, and 590. In addition to the core courses, students must select one of five areas of concentration: Public Management; Financial Management; Local Government Administration; Information and Performance Management; or Survey Methods. At least 12 credit hours must be taken in the area of concentration. One additional course of the student's choosing is to be selected in consultation with the student's advisor. PA 490—Field Experience in Public Administration may be used to substitute for this additional course.
- The courses included in each area of concentration are as follows:
 - Public Management—PA 521, 522, 523, 524, 526, 529, 532, and 533.
 - Financial Management—PA 521, 523, 550, 551, 552, and 553; and UPP 533.
 - Local Government Administration—PA 523, 537 (recommended), 538, 550 or 552 or 553, UPP 530, POLS 551, and POLS 553.

- Information and Performance Management—PA 460, 461, 463, 521, 526, 567; and UPP 508.
- Survey Methods—BSTT 440; CHSC 447 (required), 577; PA 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, and 588.
- **Comprehensive Examination** None.
- **Thesis, Project, or Course-Work-Only Options** Course work only. No other options are available.

Doctor of Philosophy

- **Minimum Semester Hours Required** 96 from the baccalaureate. Students holding a master's degree from UIC or an equivalent program will ordinarily receive a maximum of 32 semester hours toward the degree requirement.
- **Course Work** A cumulative grade point average of at least 3.00/4.00 in all graduate courses taken at UIC is required for graduation. Credit is not given for any required course in which a grade of less than B is earned.
- *Required Core Theory Courses:* PA 510, 511, 515.
- *Required Core Methods Courses:* PA 540, 541; and either PA 542, PA 544, or CHSC 447.
- *Required Applied Research Seminars:* PA 545, 546
- Students must select two of four areas of concentration: Public Management; Financial Management; Science, Technology, and Information Policy; or Survey Methods. At least 2 courses must be taken in each area of concentration. A total of 14 hours are required in the Survey Methods area of concentration, including PA 578 and one of the following: CHSC 447, CHSC 577, BSTT 440, PA 484, PA 486.
- The courses included in each concentration are as follows:
 - Public Management—PA 521, 522, 523, 524, 526, 527 (required), 528, 529, 532, 533, 534.
 - Financial Management—PA 521, 523, 550, 551, 552, 553, 554 (required); UPP 533.
 - Science, Technology, and Information Policy—PA 460, 461, 463, 464 (required), 466 (required); PS 567.
 - Survey Methods—BSTT 440; CHSC 447, 577; PA 578 (required), 579, 580, 581, 582, 583, 584, 585, 586, 587, 588.
- **Preliminary Examination** Required. After completion of course work students must pass a preliminary examination designed to test their scholarly competence and knowledge. The doctoral preliminary examination is designed to assess the degree of mastery which degree candidates have achieved over a body of knowledge, to measure their ability to integrate the knowledge, and to apply it creatively in the analysis of problems to which it is germane. The preliminary examination will consist of three parts: core PA theory and each area of concentration.
- **Dissertation** Required. The dissertation will make a contribution to knowledge in public administration and will be publicly defended before the scholarly community and a committee appointed by the dean of the Graduate College on the recommendation of the program director. At least 16 and no more than 28 semester hours may be awarded for dissertation research.
- It is expected that no later than the end of the semester following the completion of the preliminary examination the student will submit a written statement of the dissertation plans to his/her major advisor. Upon the recommendation of the program

director and approval of the dean of the Graduate College, a five-person dissertation committee will be appointed. The committee will include at least one member from outside the Public Administration program.

- The dissertation prospectus will contain an analysis of the relevant literature, the theoretical issues to be pursued, the data to be used and the methods of analysis, and a statement of the anticipated significance of the research project. The prospectus will be defended before the committee. Until the prospectus is approved, the student will not be authorized to proceed with dissertation research. The final version of the dissertation will incorporate any changes recommended by the committee.

Interdepartmental Concentration in Gender and Women's Studies

Students earning a master's degree in this department may complement their courses by enrolling for a concentration in Gender and Women's Studies after consulting with their graduate advisor. See *Gender and Women's Studies* in the *College of Liberal Arts and Sciences* section for more information.

Interdepartmental Graduate Concentration in Survey Research Methodology

Students earning a graduate degree in this department may complement their courses by enrolling for a concentration in Survey Research Methodology. See *Interdepartmental Graduate Concentration in Survey Research Methodology* in the *Graduate College* section for more information.

URBAN PLANNING AND POLICY

Mailing Address:

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20FS1785PHD (PhD)

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Head, Urban Planning and Policy: Martin Jaffe

Director of Graduate Studies: Kheir Al-Khodmany

The Department of Urban Planning and Policy offers programs of professional study leading to the Master of Urban Planning and Policy (MUPP) degree and to the Doctor of Philosophy (PhD) in Urban Planning and Policy. The MUPP program is accredited by the Planning Accreditation Board of the American Institute of Certified Planners and the Association of Collegiate Schools of Planning. Students in the MUPP program generally choose one of five substantive concentrations: Community Development, Economic Development, Globalization and International Planning, Physical Planning, or Urban Transportation. Students with special interests or career goals may, with faculty approval, pursue a program area of their own design, such as environmental planning.

Admission Requirements

Applicants are considered on an individual basis. In addition to the Graduate College minimum requirements, applicants must meet the following program requirements:

Master of Urban Planning and Policy

- **Baccalaureate Field** No restrictions.
- **Grade Point Average** At least 3.00/4.00 for the final 60 semester hours (90 quarter hours) of undergraduate study.
- **Tests Required** None required for admission. Applicants for research assistantships and fellowships must submit GRE General scores. Applicants with undergraduate degrees from universities outside the U.S. are strongly urged to submit GRE General scores.
- **Minimum TOEFL Score** 550 (paper-based); 213 (computer-based); 80, with subscores of Reading 19, Listening 17, Speaking 20, and Writing 21 (new Internet-based TOEFL).
- **Letters of Recommendation** Three required.
- **Personal Statement** Required. The statement must address the applicant's educational and career goals and previous pertinent work, volunteer, and/or academic experience.
- **Other Requirements** Applicants must submit a recent paper, essay, or project of which they are the sole author or designer. This material may be of an academic, professional, or personal nature, and must be at least 1000 words in length. Applicants for research assistantship positions must submit a resume.
- **Deadlines** The application deadline for this program is earlier than the Graduate College deadline; contact the program for information on current deadlines.

Doctor of Philosophy

- **Prior Degrees** Applicants must normally have a master's degree in Urban Planning or related program.
- **Grade Point Average** At least 3.00/4.00 for the final 60 semester hours (90 quarter hours) of undergraduate study.
- **Tests Required** GRE General. Applicants may substitute the GMAT or LSAT.
- **Minimum TOEFL Score** 600 (paper-based); 250 (computer-based); 80, with subscores of Reading 19, Listening 17, Speaking 20, and Writing 21 (new Internet-based TOEFL).
- **Letters of Recommendation** Three required.
- **Personal Statement** Required. The statement must address the applicant's educational and career goals, research interests, and previous pertinent work, volunteer, and/or academic experience.
- **Other Requirements** Applicants must submit a recent paper, essay, or project of which they are the sole author or designer. This material may be of an academic, professional, or personal nature, and must be at least 1000 words in length. Applicants for research assistantship positions are encouraged to submit a resume.
- **Deadlines** The application deadline for this program is earlier than the Graduate College deadline; contact the program for information on current deadlines.

Degree Requirements

Master of Urban Planning and Policy

- **Minimum Semester Hours Required** 60.
- **Course Work** At least 24 hours must be at the 500-level, and at least 16 hours must be in the student's major area, including 12 at the 500-level.
- **Required Courses:** UPP 500, 501, 502, 505, and 506.
- **Concentration Courses:** Students must complete at least one three-course concentration in a substantive field of planning. Students may select from the following approved concentrations or develop their own with faculty approval.
 - Community Development—UPP 540, UPP 541, and another 540 series or faculty-approved course.
 - Economic Development—UPP 530, UPP 531, and another 530 series or faculty-approved course.
 - Globalization and International Planning—UPP 520, UPP 521, and another 520 series or faculty-approved course.
 - Physical Planning—UPP 550, UPP 551, and UPP 552.
 - Urban Transportation—UPP 560, UPP 561, and UPP 562.
- **Comprehensive Examination** None.
- **Thesis, Project, or Course-Work-Only Options** Thesis or project. No other options are available.
- **Thesis:** No more than 16 hours of UPP 598 can be applied to the degree.
- **Project:** No more than 4 hours of UPP 597 can be applied to the degree.
- **Other Requirements** *Continuous Registration:* Students who have completed all degree requirements except the thesis/project must register for zero semester hours to maintain continuity of registration.
- **Internship:** Students must complete an approved one-term internship.

Doctor of Philosophy

- **Minimum Semester Hours Required** 96 from the baccalaureate, up to 64 from the master's.
- **Course Work** *Required Courses:* UPP 510 (or alternate), UPP 580, UPP 583, UPP 588, and either UPP 589 or PA 544. Must demonstrate competency in urban theory, policy evaluation, statistics, and economic analysis through previous master's degree or course work.
- **Plan of Study:** Each student must have a written plan of study approved by an advisory committee.
- **Concentration Courses:** At least 28 hours must be taken in the area of concentration, selected in consultation with a faculty committee. At least 8 hours in advanced research design and methods are required in the area of concentration. Concentrations include Physical Planning, Urban Transportation, Community Development, Economic Development, Globalization and International Planning, or another faculty-approved concentration.
- **Preliminary Examination** Required; written. An oral examination may also be required at the discretion of the committee.
- **Dissertation** Required.

- **Other Requirements** *Career Training:* Students must complete a collaborative faculty/student research project or classroom teaching under faculty supervision. No more than 12 hours of credit for career training can be applied to the degree.

Interdepartmental Concentration in Gender and Women's Studies

Students earning a graduate degree in this department may complement their courses by enrolling for a concentration in Gender and Women's Studies after consulting with their graduate advisor. See *Gender and Women's Studies* in the *College of Liberal Arts and Sciences* section for more information.