



University of Illinois at Springfield Management of Nonprofit Organizations Certificate

Program Description



The nonprofit certificate is intended for professionals in the field of nonprofit management, for those who work closely with nonprofit organizations, or for those who are beginning their careers and wish to prepare for a career working in or with nonprofit organizations. Skills obtained in earning this certificate allow for management of an organization where the bottom line is not financial, but the level of excellence achieved in helping the underprivileged, promoting the arts, or empowering through education.

Admission Requirements

Students must hold a baccalaureate degree from an accredited institution and meet campus requirements for admission to graduate study.

Candidates for the certificate will be expected to complete course requirements with a grade of B or better.

Degree Requirements

The Graduate Certificate in Management of Nonprofit Organizations requires 18 hours of course work from the menu below. Individuals may take these courses and earn the certificate part time without being formally enrolled in any degree program, or may complete it as part of a degree program. A grade of B- or better must be earned in the required courses to qualify for the certificate.

Required Courses:

Area 1: Introduction to Nonprofit Management

PAD 542: Nonprofit Sector & Society (3)

Area 2: Nonprofit Finance

Select one of the following courses:

PAD 545: Public Financial Management (3)

PAD 504: Budget And Finance * (3)

Area 3: Human Resources

PAD 541: Nonprofit Sector: Human Resources (3)

Area 4 Nonprofit-Specific Tools

Select one of the following courses:

PAD 543: Marketing for Public and Nonprofit Organizations (3)

PAD 544: Fund Raising for Public and Nonprofit Organizations (3)

Area 5: Administrative Tools

Select two of the following courses: (6)

PAD 504: Budget And Finance (3)

PAD 506: Public Policy for Managers (3)

PAD 533: Program Evaluation (3)

PAD 534: Program Implementation (3)

PAD 543: Marketing for Public and Nonprofit Organizations (3)

PAD 544: Fund Raising for Public and Nonprofit Organizations (3)

PAD 545: Public Financial Management (3)

PAD 552: Strategic Planning and Management (3)

PAD 580: Public Administration Internship Seminar (3-4)

PAD 590: Topics in Public Administration (3-4)

Total Hours 18

* PAD 504 has a microeconomics prerequisite.

Program Contacts

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Program URL:

<https://www.uis.edu/publicadministration/curriculum/graduate/certificates/management-of-nonprofit-organizations/>