

# NONPROFIT MANAGEMENT CERTIFICATE

## Vision Statement

The purpose of the certificate in nonprofit management is to allow working professionals with careers in the nonprofit sector, or graduate students in a related field of study, to expand their educational background and to enhance their knowledge in the area of nonprofit management. The graduate certificate is designed to extend students' understanding of theory and practice in the field of nonprofit management.

## Program Contact Information

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**Program Website (<https://www.unomaha.edu/college-of-public-affairs-and-community-service/public-administration/academic-programs/graduate-certificates.php>)**

## Admissions

General Application Requirements and Admission Criteria (<http://catalog.unomaha.edu/graduate/admission/>)

## Program-Specific Requirements

### Application Deadlines (Spring 2025, Summer 2025, and Fall 2025)

- Fall: June 1
- Spring: October 1
- Summer: NA

## Other Requirements

- **English Language Proficiency:** Applicants are required to have a command of oral and written English. Those who do not hold a baccalaureate or other advanced degree from the United States, **OR** a baccalaureate or other advanced degree from a predetermined country on the waiver list, must meet the minimum language proficiency score requirement in order to be considered for admission.
  - Paper-based TOEFL: 550, Internet-based TOEFL: 80, IELTS: 6.5, PTE: 53, Duolingo: 105
- **Statement of Purpose:** The statement of purpose should be 2-4 pages double spaced, answering the following questions:
  - What are your goals?
  - Why are you pursuing the certificate?
- **Resume:** Submit a resume including work history
- **Letters of Recommendation:** Two letters of recommendation are required

## Degree Requirements Degree Requirements

Code	Title	Credits
<b>Required Courses (9 hours):</b>		
PA 8550	INTRODUCTION TO THE NON-PROFIT SECTOR	3
PA 8710	FUND RAISING IN PUBLIC AND NON-PROFIT ORGANIZATIONS	3
Choose one:		
PA 8410	PUBLIC HUMAN RESOURCE MANAGEMENT	3
or PA 8480	SEMINAR IN PUBLIC FINANCIAL ADMINISTRATION	
<b>Elective Courses (6 hours):</b>		<b>6</b>
PA 8090	ORGANIZATION THEORY AND BEHAVIOR	
PA 8110	MANAGING INFORMATION IN THE PUBLIC SECTOR	
PA 8400	PUBLIC AND NONPROFIT BUDGETING	
PA 8410	PUBLIC HUMAN RESOURCE MANAGEMENT	
PA 8480	SEMINAR IN PUBLIC FINANCIAL ADMINISTRATION	
PA 8520	SEMINAR IN GRANT WRITING	
PA 8596	TECHNIQUES TOPICS IN NONPROFIT MANAGEMENT	
UBNS 8200	COMMUNITY ORGANIZING & SOCIAL CHANGE	
Other determined course(s) in consultation with your advisor.		
<b>Total Credits</b>		<b>15</b>