A Graduate Certificate in Nonprofit Management is available to students, including NC State degree students, who have a Bachelor's degree from an accredited university. The Certificate requires 12 credit hours of course work and substantive nonprofit experience. The courses are designed to provide the basic management knowledge and skills needed in nonprofit organizations.

The admission process is “rolling” and students may begin classes at the start of the Fall, Spring, or Summer semester after they are accepted, provided courses are available.

- Current NC State Graduate Students only need to fill out the “Graduate Certificate in Nonprofit Management Application” form and submit it to the Certificate Program Coordinator to apply to add the certificate program.
- Certificate-Only Students (non-degree or non-NC State graduate students) will fill out an application through the Graduate School.

Applicants must have a bachelor's degree with at least a 3.0 (on a 4.0 scale) in the last two years (last 60 credits) of undergraduate study and will submit transcripts as part of their application.

**Plan Requirements**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
<th>Counts towards</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses</strong></td>
<td></td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>PA 531</td>
<td>Human Resource Management in Public and Nonprofit Organizations</td>
<td></td>
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<tr>
<td>PA 536</td>
<td>Management of Nonprofit Organizations</td>
<td></td>
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<tr>
<td>PA 538</td>
<td>Nonprofit Budgeting and Financial Management</td>
<td></td>
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<tr>
<td>PA 539</td>
<td>Fund Development</td>
<td></td>
<td></td>
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<tr>
<td><strong>Select up to two of the following:</strong></td>
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<tr>
<td>PA 514</td>
<td>Management Systems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PA 516</td>
<td>Effective Communications for Public Administrators</td>
<td></td>
<td></td>
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<tr>
<td>PA 525</td>
<td>Organizational Development and Change Management</td>
<td></td>
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<tr>
<td>PA 532</td>
<td>Contract Negotiation and Mediation in the Public and Nonprofit Sectors</td>
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<tr>
<td>PA 540</td>
<td>Grant Writing for Public Administrators</td>
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<tr>
<td>PA 546</td>
<td>Seminar in Program Evaluation</td>
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<tr>
<td>COM 546</td>
<td>Nonprofit Marketing and Public Relations</td>
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</tbody>
</table>

**Substantive Experience Requirement**

The Substantive Experience Requirement can be met by:

- Prior (or continuing) Experience:
  - Full-time employment with a nonprofit (at least one year by completion of certificate program)
  - Serving on a nonprofit board or chairing a nonprofit's standing committee (at least one year by completion of certificate program)
- In-program Work:
  - Internship or independent study with a nonprofit (at least 1 credit hour)
  - Completing a course with a field component (e.g., PA 546 or PA 525)

**Faculty**

**Full Professors**

Thomas A. Birkland
Jerrrell D. Coggburn
Dennis M. Daley
Christopher Galik
Jennifer Kuzma
Bruce McDonald
Branda L. Nowell
Hans Peter Schmitz
Associate Professors
James R. Brunet
Jeffrey Childress Diebold
Sung-Ju Kim
Amanda Janis Stewart

Assistant Professors
Graham Ambrose
Iseul Choi
Serena Kim
James Rickabaugh

Teaching Assistant Professor
Tracy Appling