

# CHEYNEY UNIVERSITY

*A National Treasure for 175 Years*



## CONTACT INFORMATION

**Graduate Admissions**  
Cheyney University Center City  
The Mellon Center  
701 Market Street, 3rd Floor  
Philadelphia, PA 19106  
Phone: (215) 560-3891  
Fax: (215) 560-3893  
gradstudies@cheyney.edu

## HOW TO APPLY

### Graduate Admission Requirements

The following admissions qualifications are required for admission into Cheyney University's Master of Public Administration (MPA) Program;

- Hold a baccalaureate degree from a regionally accredited college or university.
- Have an undergraduate grade point average (GPA) or a 3.0 or higher on a 4.0 scale or
- Have completed additional undergraduate or graduate work indicating the ability to be successful in graduate studies or
- Can document the potential to be successful in graduate work

Admission to Cheyney University's Graduate Programs is based on multiple criteria. Cheyney University evaluates the whole student (GPA, standardized test scores, personal statement and letters of recommendation) in making a decision for admission.

## Masters in Public Administration

### PROCEDURES FOR ADMISSION

#### First-Year Student

The applicant must submit the following information to Graduate Admissions;

- A completed graduate application
- Complete a personal statement of a maximum of 500 words. This personal statement should include the applicant's career goals, educational objectives, interests and reason for requesting admission.
- Official transcripts from any and all previous institutions of higher education the applicant was enrolled in.
- Graduate Record Examination scores only if the applicant's overall GPA is below a 3.0.
- Two letters of recommendation.
- The application fee.

### READMISSION

A student who withdraws from the University in good standing may apply to Cheyney University Center City for readmission.

### TRANSFER GRADUATE APPLICANTS

Graduate transfer applicants follow the same procedure for First-Year Graduate Students. Transfer applicants should be aware that a maximum of 6 graduate credits are allowed for transfer.

### OVERVIEW

Cheyney University of Pennsylvania, the nation's oldest African-American higher education institution, is offering a 36 credit-hour Master of Public Administration (MPA) degree program with two degree tracks: a pre-professional Master of Public Administration, and an Executive Master of Public Administration. This places Cheyney in a unique position to address the need to increase the number of senior-level employees in public administration. Courses will emphasize methods that public administrators should use to address the needs of the nation's changing population.

Depending on previous administrative work experience, students may be admitted to either the Executive or the Pre-Professional track. Individuals with at least five years of management experience will be eligible for the Executive MPA degree program track. Students enrolled in the Cheyney University MPA program with little or no management experience will pursue a pre-professional program. This program meets the National Association of Schools of Public Affairs and Administration (NASPAA) curriculum standards.

### PHILOSOPHY

The faculty of the Master in Public Administration program at Cheyney University strives to create educational experiences for their students that are dynamic, interactive, and that keep pace with the change and growth of an increasingly complex society. Our faculty are scholars who are student centered and work with students in helping them reach their highest potential. Faculty will challenge you and empower you to be the best you can be.

### ACADEMIC ADVISING

Academic advising for the graduate student at Cheyney University is essential for academic success, growth and development. Upon acceptance to the graduate program all students will be assigned a faculty academic advisor. Students must work closely with their assigned faculty advisor as your faculty advisor is your guide in navigating through your graduate program. Your faculty advisor will work with you to develop a planned program of study which will specify the courses you have to complete in order to fulfill the requirements of your Master of Public Administration degree.

[www.cheyney.edu](http://www.cheyney.edu)  
For additional information  
call 1-800-CHEYNEY



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# CHEYNEY UNIVERSITY OF PENNSYLVANIA



## MPA PROGRAM OBJECTIVES:

- Providing current and future administrators with the necessary analytical problem-solving and critical thinking skills that will allow them to create and maintain public and private institutions that can best serve the Philadelphia region, the Commonwealth of Pennsylvania and the nation;
- Developing competent professionals prepared for the challenges of the 21st Century, including new technological developments;
- Sensitizing graduates to the needs of diverse international communities and an increasingly international workforce;
- Enhancing communication among diverse peoples in a global society;
- Promoting effective teaching practices to enable students to become engaged, lifelong learners in an ever-changing society;
- Students who graduate from the Cheyney University MPA program will be able to meet the following general learning objectives;
- Apply good management practices to the introduction of change and development within an organization;
- Comprehend the fiscal and other relevant relationships among governmental entities; Articulate and utilize ethical decision-making management procedures;

- Understand public management within an international perspective;
- Apply public administration principles to organizations;
- Comprehend and utilize basic personnel management principles in a diverse workforce environment;
- Utilize practical applications of theories of organizational behavior to public administration;
- Write effective managerial documents;
- Apply the analytical tools used in macro policy making to micro situations;
- Present written and oral information in a professional manner;
- Demonstrate an understanding and utilization of the principles in public administration.

## MPA PROGRAM REQUIREMENTS

- 24 hours of core coursework (8 courses)
- 9 credit hours of elective courses (depending on experience);
- 6 credit hours for an internship (pre-professional students) or work experience (EMPA students) upon approval of the faculty;
- Successful completion of a comprehensive exit exam – demonstrating knowledge and master in core and elective areas.

- Obtain no less than 6 credit hours of their chosen concentration from Cheyney's MPA program.
- MPA students may transfer up to 6 credit hours. Executive track MPA students will receive credit for no more than 12 hours in a combination of transfer and work experience credit.
- Comprehensive Exam (0): Completion of a comprehensive examination testing the student's knowledge of public administration principles.

## CLASS SCHEDULES:

Classes are held at our Center City location at 7th and Market in center city Philadelphia. Classes are scheduled in the evenings and weekends making our programs ideal for the working adult. Courses may be offered in the traditional 15 week semester format, the accelerated 7½ week semester format, and also during the Summer semesters. With this flexibility, it may be possible to acquire the MPA within 1 year, although for most students it will be more practical to get the degree in 1½ to 2 years.

