UNIVERSITY OF CENTRAL FLORIDA

Graduate Program Handbook - 2023/24
Public Administration Master Program

Reference this handbook to learn about the unique policies, requirements, procedures, resources, and norms for graduate students in the Public Administration Master Program.

College of Community Innovation and Education • School of Public Administration • 06/07/2023

MPA Program Director Welcome

Congratulations!

Welcome to the Master of Public Administration (MPA) program at the University of Central Florida. As a new graduate student, you are beginning a journey of personal and professional growth at an excellent institution of higher learning.

In this Handbook, you will find information to help you start your academic experience at UCF, Downtown contact information for the School of Public Administration and much more. So please take the time to read the information and make sure that you understand everything in it. You should also visit the UCF College of Graduate Studies website for a more detailed and updated list of information and make sure to readthrough the MPA Graduate Handbook. These documents are designed to give you information to help you successfully navigate through your program.

I am your Program Director, and my email address is David.mitchell@ucf.edu.
If you have any questions, please feel free to email me, I am available to answer questions as they arise.
Additionally, you may contact Austin McDaniels, the MPA academic advisor at:
Austin.Mcdaniels@ucf.edu and Phone (407) 823 0911.

The School of Public Administration is located on the fourth floor of the Doctor Philips Academic Commons Building (DPAC), Suite 446 located at UCF Downtown Campus.

Email is UCF's preferred method of communication and both the University, and the School of Public Administration will send you valuable information and news via email so you may stay connected and up to date on extraordinary events. We are mandated to communicate via knights' email only so please take some time to set up your knights' email through MyUCF > Student Center.

We are delighted to have you as part of the MPA program and look forward to collaborating with you over the coming years.

If you have changed your plans and will not be enrolling in the MPA Program this term, please let us know.

Sincerely,
David Mitchel, PhD.

Associate Professor and MPA Director
School of Public Administration
University of Central Florida

Table of Contents

Navigating Policy and Resources at the University of Central Florida

This handbook is one of many sources to consult as you become familiar with the policies, procedures, requirements, resources, and norms of graduate education at the University of Central Florida.

How to Use This Handbook

This handbook has been developed to provide the information that you will need regarding the specific policies and procedures in the Master of Public Administration (MPA) program. It is expected that you familiarize yourself with the contents of this handbook and adhere to the policies described herein. This handbook does not substitute for other documents provided by the College of Community Innovation and Education (CCIE) and/or the University of Central Florida (UCF).

Who to Contact for Questions

Many of your questions about how to meet expectations and thrive as a graduate student will be answered by the various sources of policies, procedures, requirements, resources, and norms listed in this document.

Students are welcome and encouraged to meet with their Program Director and Academic Adviser when they have questions or concerns regarding their program of study, courses, or other issues that may affect their educational goals.

Academic Adviser
Austin McDaniels, the MPA program advisor, will be your first stop for questions related to your progress in completing your degree, assisting with course selection, and planning your academic path, Plan of Study.
Feel free to contact him at Austin.McDaniels@ucf.edu and Phone: (407)-823-0911
Office located in DPAC, Rm. 446C.

Program Director
MPA Program Director – Dr. David Mitchell is designated to lead the program educational vision and structure. Feel free to contact him at David.mitchell@ucf.edu and/or (407) 823 5356. Office located in DPAC, Rm. 448M.

School Director
School Director – Dr. Doug Goodman   DPAC Rm. 448T Doug.goodman@ucf.edu

Onboarding

Accept your program

Before registering for courses, all new admitted students need to accept the program. Go to the MyUCF portal, the online student's recourse for all personal records, academic history and financial aid information. It is accessible from any device with a connection to the internet. To find your NID, click on "What is my NID?" on the right side of the sign in page. Follow the prompts to get your NID if you do not know it already.

Instructions

1. In the upper right-hand corner, in the myUCF Menu box, click "Student Self Service." If the address menu appears. verify your email and valid addresses and click "OK."
2. To accept/decline your admission, from the Student Center main page, scroll down to the Graduate Students section.
3. Click "Accept/Decline Admission."
4. Select the program you would like to accept or decline admission to by clicking on the accept/decline link to the right on each application.
1. Select either the "I Accept Admission" or "I Decline Admission "button to indicate your choice. You will then be asked to confirm your selection. Select the "Previous" button if you do not wish to select at this time.

Accepting Admissions

After you have accepted your admissions offer, it takes approximately one to two business days for the database to complete its processes and a registration appointment time to be generated. Appointment times are only generated after class schedules are posted. The appointment time is the date and time you are eligible to enroll in classes through your myUCF portal.

Please be sure to inquire with your department directly to verify if there is a deadline, they have set for you to accept or decline your admissions offer. In addition, follow up with them once your admissions offer is accepted to confirm if there is a mandatory orientation through your department that you must attend.

Using MyUCF Portal and Student Center

The myUCF portal is an online student's No. 1 resource for all personal records, academic history and financial aid information. It is accessible from anywhere, from any device with a connection to the Internet following the steps below. Navigate to my.ucf.edu. Click the Sign On button at the top left of the page.

Login with your NID and NID password.

UCF ID and NID

UCFID is your primary identification within the UCF system used to access online registration, class schedule searches, adding or dropping classes, viewing your grades and fee schedules.

NID is your Network Identification Number used to access MYUCF Portal.
To obtain your UCF ID, go to myUCF, log in using your NID and password, click Student Self Service > Personal Information >UCF ID Info. This page will display your UCF ID, your NID and your UCF ID Card number, once you have been issued one.
For more information on UCFID & NID, please go to https://infosec.ucf.edu/identity-management/identity-details/

Immunizations

All students, even distance-learning students, are responsible for complying with UCF's Immunization Policy. Students who have not completed UCF Health Services' requirements will have a hold that will prevent registration. You may access the immunization information and forms at Forms • Student Health Services • UCF

Non-resident students living outside of the state of Florida may contact the UCF Health Center to request a waiver of this requirement. If approved, the waiver
must be renewed each semester. Contact them at 407-823-3707 or visit: https://studenthealth.ucf.edu/

E-Mail
The official mode of communication used by faculty and staff to contact students is e-mail. Students are required to create a Knights email account. The MECM program distributes official information to this email. Students are responsible and will be held accountable for all information disseminated by email. This will be the only email address to which the program or university will send official information.
To set up your account go to https://knightsemail.ucf.edu/

First semester enrollment

It is mandatory, per UCF policy, that you take at least one class in your admission semester, otherwise your admission is revoked.

Introduction/Overview Section

Complete Name of Degree

Master of Public Administration

College

College of Community Innovation and Education

Department

School of Public Administration

Program Type

Master

Program Website

https://ccie.ucf.edu/public-administration/public-administration/master-public-administration/

Program Overview Narrative

The UCF Master of Public Administration program prepares students to confront and solve complex societal challenges. Building from a supportive and diverse environment, the program transforms students into effective and ethical public sector professionals skilled in cultural competence, strategic management, techniques of policy and financial analysis, and effective communication necessary to excel in all areas of government service and enhance the university's collective impact on the community it serves, globally defined.

Mission

The MPA program prepares students for professional public service leadership through a curriculum set on a foundation of scholarship, ethical principles, and engagement that

creates relevant and accessible knowledge to address complex societal issues in Central Florida and beyond.

Vision

The UCF School of Public Administration is the preeminent source of public service leadership development for all communities in Central Florida, creating an internationally recognized model for professional education.

Graduates of the school are culturally competent professionals who are effective communicators and well prepared to manage their organizations and lead their communities. Collectively, the school's faculty, students, staff, and alumni collaborate with citizens to demonstrably address the most daunting of societal challenges.

Values

The UCF School of Public Administration is dedicated to advancing public service values and civic leadership in all programmatic areas. For our faculty, staff, and students, public service values are demonstrated by adhering to ethical principles of behavior and by acting in a professional manner.

Ethical Principles Guiding MPA Program

We advocate the following ethical principles of conduct as the foundation of public service:
- Integrity – to serve in an honest, transparent manner while honoring promises.
- Benevolence – to promote the public good, avoid doing harm, and respect the worth of everyone.
- Fairness – to act in way that is just and equitable to all, while avoiding undue burden on the most vulnerable in our society; and
- Social Justice – to identify and address the unfair burdens experienced by groups of individuals through intentional and unintentional policies, laws, and societal projects and practices.

Professional Principles Guiding MPA Program
- Commitment – to pursue a passion for the public interest with accountability and transparency.
- Scholarship – to cherish and honor learning that enriches the human experience; Stewardship – to accept responsibility for decisions and actions regarding the protection of organizational and public resources.
- Diversity and Inclusiveness – to respect and value all perspectives and experiences, creating an environment that is open to all; and
- Leadership – to inspire others to advance the public interest while actively promoting democratic participation and collaboration.

The **Public Administration program's current goals and objectives** include the following:

- Goal 1: The MPA Program will establish a clear identity to its current and potential stakeholders and within the discipline of public administration.

- Goal 2: The MPA program will prepare its students to gain employment and thrive in the public and nonprofit sectors.

- Goal 3: The MPA program will effectively apply its expertise to address local, regional, state, national, and global public issues.

- Goal 4: The MPA program will help SPA to fully fund its current and future operations.

- Goal 5: The MPA program will effectively manage future growth.

- Goal 6: If required, the MPA program will seamlessly and effectively transition its operations to the new UCF downtown campus.

Program Accreditation/Certification

The Master of Public Administration (MPA) program is accredited by the Network of Schools of Public Policy, Affairs and Administration (NASPAA) and nationally ranked by U.S. News and World Report.

Student Learning Outcomes/Competencies

The UCF Master of Public Administration program prepares students to confront and solve complex societal challenges. Building from a supportive and diverse environment, the program transforms students into effective and ethical public sector professionals skilled in cultural competence, strategic management, techniques of policy and financial analysis, and effective communication necessary to excel in all areas of government service and enhance the university's collective impact on the community it serves, globally defined.

Students in UCF's Master of Public Administration will learn and demonstrate the competencies required to lead and manage in all areas of government service.

Academic Integrity

We value honesty, integrity, and responsibility in the MPA program. Cheating, plagiarism, and other types of academic dishonesty will be referred to the University for appropriate sanctions. Professors have the right to fail a student that they believe has been involved in any aspect of academic misconduct. A full discussion of students' rights and responsibilities on this issue can be found in the Golden Rule at http://goldenrule.sdes.ucf.edu.

Students are expected to read the Golden Rule prior to starting the program to ensure that they understand and will not be involved in any aspect of academic dishonesty. Students should also refer to the UCF Graduate Catalog, as they will be responsible for following all policies from Graduate Studies as well as those of the University.

Cheating includes, but is not limited to, plagiarizing materials, using information from notes, books, or the internet during on-line exams, or working with other students in classroom or on-line exams to secure information or answers. When in doubt, ask before you assume that you can work with other student(s) on exams or projects, or use information from other sources. APA citation is required for all information taken from an outside source (including the internet, books, journals, articles, and published and non-published materials).

Program Professional Conduct/Ethics Statement

The MPA program celebrate the diversity of our students, faculty, and staff. It is expected that all students, faculty, and staff conduct themselves in a professional manner while in the program.

Students are expected to adhere to the rules and regulations as stipulated by the University of Central Florida and the MPA Program handbook. Professionalism encompasses behaviors and qualities that are expected of graduate students in both the academic setting and in the practical world. Professionalism in the MPA program begins at the time of program application; therefore, professional conduct is assessed from that point forward.

Attendance, timeliness, and attire are all reflections of professionalism. In the assessment of professionalism, instructors and program administrators will consider each student's conduct; the quality of interactions; tone of oral and written communication; language; meaningful engagement in all aspects of the program; and substantive contribution to class discussions. Students who are in violation of these

behaviors will be counseled and reminded of MPA/CCIE/UCF expectations. In such events, the faculty or program administrators may conclude that the student is not able or willing to demonstrate an acceptable standard of professionalism. Repeated disregard or violation of these behaviors will lead to dismissal from the program. Some of the criteria by which a student's professional demeanor is measured are below:

A. <u>Knowing and following the rules</u>: Adherence to the rules and regulations as stipulated by UCF and the MPA program.

B. <u>Timeliness</u>: Students are expected to regularly arrive in class on time and to comply with each instructor's tardiness policy as stated in the course syllabus. Students are also expected to meet all deadlines in class and in the program.

C. <u>Attendance</u>: It is required for students to attend each lecture and comply with the instructor's attendance policy as stated in the course syllabus.

D. <u>Civility</u>: Students are expected to behave in a respectful and courteous manner to instructors, fellow students, guest speakers, college, and university administrators, MPA staff, and other UCF Staff. Examples of respectful behavior include but are not limited to modulated tone of voice; professional language that avoids inappropriate, vulgar, or foul expressions; maintaining control of emotions and avoiding threatening or bullying behaviors; respect for others' personal space; respect for MPA and affiliated faculty and staff as well as UCF property; refraining from distracting and disruptive behaviors while on campus, in hallways, and in classrooms; and a generally civil demeanor.

E. <u>Respectfulness</u>: Being respectful and courteous to others is central to creating a learning environment where individuals can comfortably express ideas.

F. <u>Guest Speakers / Presentations</u>: The MPA Program often invites guest speakers from the local community. Students in the program must demonstrate professional conduct, respect, and appreciation for these professionals' donation of their time to enrich students' educational experiences. Students are expected to arrive to class on time and be attentive as a sign of appreciation for their time. Professional attire and conduct are required when guest speakers are present.

G. <u>Class participation</u>: Students are encouraged to ask questions at appropriate times to expand their knowledge of the material. Pertinent student-to-student interaction is considered a valuable part of the learning process and appropriate articulation of critical-thinking during class time will be viewed as making an effort to developing deeper understanding of the materials.

H. <u>Electronic devices</u>: Use of cell phones, pagers, and other electronic devices is determined by the instructor.

I. <u>Appropriate behavior</u>: Appropriate non-distracting behavior while on campus, in hallways and in classrooms is expected of all students.

J. <u>Honesty</u>: Honesty and veracity are expected of all students in terms of both how they conduct themselves and approach their work.

K. Demonstrating interest: Exhibiting interest in understanding and growing the knowledge base in the discipline is critical to the doctoral process.
L. Accepting constructive criticism offered by instructors and others in an appropriate manner.

Safety and Security

While UCF is as safe as any college campus, students should always be concerned for their personal safety and security. University police can be reached by dialing 911 in an emergency and 3-5555 (on-campus phones) / 407-823-5555 for all other matters. Students may call the university escort service to be escorted to their vehicle.

Students should always keep personal effects with them and should not leave any personal items in a hallway or conference room. If unfamiliar or suspicious persons are seen in the building, students should not confront them, but instead should contact faculty, staff, or campus police immediately.

Professional Development

The University of Central Florida and the College of Community Innovation and Education are dedicated to the development of skills that relate to the career goals of students. A graduate student's professional development goes beyond completing course work, passing exams, conducting research for a thesis or dissertation, and meeting degree requirements. Professional development also involves developing the academic and non- academic skills needed to become successful in the field of choice. Students should speak with regularly with their faculty members for guidance in their professional development.

Conference Attendance
Participating in professional meetings is an important part of the doctoral student education. Students may present papers or posters and should consult the faculty on opportunities.

Graduate Research Forum

Sponsored by the College of Graduate Studies: The Research Forum features poster displays and oral presentations representing UCF's diverse colleges and disciplines. The Research Forum is an opportunity for students to showcase their research and creative projects and to receive valuable feedback from faculty judges. Awards for best poster and best oral presentation in each category will be given and all participants will

receive recognition. The College of Graduate Studies and the Graduate Student Association invite all UCF students, community, and employers to attend the Graduate Research Forum. See www.graduate.ucf.edu/ResearchForum

Student Associations

The Graduate Student Association (GSA) is UCF's graduate organization committed to enrich graduate students' personal, educational, and professional experience. To learn more or get involved, please visit www.gsa.ucf.edu.
Please refer to the Pathways to Success program for additional information on professional development opportunities.

Curriculum Section

Admission Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the Admissions section of the Graduate Catalog. Applicants must apply online. All requested materials must be submitted by the established deadline.

In addition to UCF's Admission Standards, the program requires applicants to meet the following requirements:

- One official transcript (in a sealed envelope) from each college/university attended for both bachelors and master's degrees showing a GPA of 3.5 or better in both degrees.
- The GRE is NOT required for admission to this program.
- Three letters of recommendation specifically for the MPA program. Letters of recommendation should be from professors, researchers, or professional administrators who can attest to the applicant's ability to succeed in graduate coursework and his or her work ethic.
- Résumé: The most current, professional resume should be provided.
- Statement of goals that address the following: Reason for pursuing graduate study in Public Administration including future goals and plans and topics or areas of special interest in the public service field.

In addition to meeting general UCF graduate application requirements, applicants to this program must provide:

International students:

- In addition to official transcripts and certification of degrees, a course-by-course credential evaluation with GPA calculation is required of all students who have attended a college/university outside the United States. UCF accepts transcript evaluations from the following two agencies only: Josef Silny and Associates, Inc, or World Education Services (WES).

- International students, except those who are from countries where English is the only official language, those who have earned a degree from a regionally accredited US college or university, or those who have earned a degree from a country where English is the only official language of instruction, are required to submit a score on the Test of English as a Foreign Language (TOEFL). Although we prefer the TOEFL, we will also accept International English Testing System (IELTS) scores. Students who are non-native speakers of English (and do not have a degree from a U.S. institution) must pass the English-Speaking test administered by the UCF English Institute before they will be permitted to teach as a Graduate Teaching Associate or Graduate Teaching Assistant.

The MPA program typically admits students with an undergraduate GPA of at least 3.0, depending on space availability; those whose undergraduate degree is still in progress may be admitted conditionally until the transcript is provided showing the final undergraduate GPA. Students with GPA below 3.0 may be offered a provisional admission, provided their portfolio demonstrates considerable promise for success.

Degree Requirements

The Master of Public Administration requires a minimum of 42 credit hours beyond the bachelor's degree. The Public Administration (MPA) may be completed fully online, although not all elective options or program prerequisites may be offered online. Students have the option of taking part time or full-time coursework.

Public Administration Core Courses- 30 Total Credits
- PAD6035 - Public Administration in the Policy Process
- PAD6037 - Public Organization Management
- PAD6053 - Public Administrators in the Governance Process
- PAD6700 - Research Methods in Public Administration
- PAD6701 - Analytical Techniques for Public Administration
- PAD6227 - Public Budgeting
- PAD6207 - Public Financial Management
- PAD6417 - Human Resource Management
- PAD6335 - Strategic Planning and Management
- PAD6062 - Advanced Concepts and Applications in Public Administration

Capstone Course: Students will engage in a capstone experience that builds upon the knowledge and skills gained from completing the core courses in the MPA program. Students will complete this requirement through enrollment in PAD 6062 - Advanced

Concepts and Applications in Public Administration. PAD 6062 is offered in fall and spring semesters only and should be taken following the completion of all core courses.

Core Course Prerequisites

- PAD 6701 - Analytical Techniques for Public Administration - Prerequisite: PAD 6700
- PAD 6227 - Public Budgeting - Prerequisite PAD 6700
- PAD 6207 - Public Financial Management - Prerequisite PAD 6700 & PAD 6227

Elective Courses- 12 Total Credits

Earn at least 12 credits from the following:

- PAD6826 - Urban Policy and Regional Governance
- PAD5186 - Policy Advocacy for Social Justice
- PAD5887 - Energy Policy
- PAD5930 - Global Cities
- PAD6439 - Leadership in Public Service
- PAD6836 - Comparative Global Public Administration
- PAD6934 - Special Issues in Public Administration
- PAD6946 - Internship
- PAD6825 - Cross-Sectoral Governance
- PAD6705 - Public Sector Communications

Electives Information

Elective courses offered within the School of Public Administration provide an emphasis on state and local governments; however, other emphases may be developed in consultation with the Program Director and Academic Advisor. With prior approval from the MPA Program Director, up to 6 credit hours of elective course work may be taken from outside the school. Students must show that elective courses taken outside of the school directly support a career in public administration. The MPA program of study does not accept undergraduate-level courses.

Students interested in a professional management career may take elective courses from the School of Public Administration's graduate certificate programs in Public Budgeting and Finance, Public Policy Analysis, Nonprofit Management, Fundraising, Urban and Regional Planning, Research Administration, Social Justice in Public Service, and Emergency Management and Homeland Security to enhance their managerial skills. Any course offered by the school of Public Administration, a PAD

prefix course, may be used as an elective for this program. Students interested in a research career can work with the Program Director and Academic Advisor to take advanced research courses to strengthen their analytical skills.

The courses listed in the "Electives" section above and other PAD courses in the catalog may be used as program electives.

Additional Program Requirements

Students must achieve a grade of "B-" (80%) or higher in every course listed under core requirements and in the Capstone Experience (PAD 6062).

Students must maintain a program of study and graduate status GPA of 3.0 or higher and can only graduate with a graduate status GPA of 3.0 or higher.

Students are expected to be computer literate and have computer internet access upon entry to the program.

GRADUATE STUDENT INTERNSHIP PROGRAM OVERVIEW

Students without practical administrative experience in the public sector are strongly advised to complete an internship (3 credit hours) as part of their electives.

The internship plays a key role in teaching practice behaviors to students while measuring and reflecting the student's ability to demonstrate capacity in field. Internships helps student gain skills to apply learned theory to practice in the field.

Student Service-Learning contract provide a broad framework for developing an individualized learning plan that is responsive to the needs of the student and the resources of the selected agency. It is designed to give direction and learning structure to the internship experience.

While serving as an intern, students are expected to abide by the policies in line with professional conduct.

Appropriate behavior refers to the following:

Civility

Respectfulness

Timeliness

Attendance

Appropriate Attire

LEARNING OBJECTIVES

The course is designed to introduce, teach, or reinforce one or more of the adapted National Association of Schools of Public Administration (NASPAA) universal required competencies:

The ability to lead and manage in public and nonprofit governance

The ability to participate in and contribute to the policy process

The ability to analyze, synthesize, think critically, solve problems, and make decisions

The ability to articulate and apply the service perspective

The ability to communicate and interact productively with a diverse and changing workforce and citizenry

ACADEMIC REQUIREMENTS

Internships are a graduate level general elective. Students may take this for up to three credit hours at 300 hours of internship

Maintain a minimum 3.0 GPA

Have successfully completed six (6) credit hours of graduate level public administration coursework

REGISTRATION PROCESS

Students who have arranged internships by their own efforts must seek approval prior to beginning the internship. To gain approval students must:

Contact the academic advisor at Edlira.Dursun@ucf.edu with your name and PID, for enrollment into the Internship course

Students should begin their search for an internship the semester prior. Students who do not receive approval run the risk of not receiving academic credit for their internship.

Activate your account on Handshake (http://csel.ucf.edu/) to view the current listing of available internships.

The student and host site must complete the required documents, Learning Agreement and Confirmation of Placement.

Once forms are received, the student will be enrolled into the PAD 6946 Internship Course. Students must ensure that the class is confirmed on their schedule.

Students should meet with an academic advisor prior to enrolling in an internship to ensure the course is a part of their individualized plan of study.

For more information on internship opportunities, please send an email to: Marcus Williams, the Experiential Learning Coordinator at marcus.williams@ucf.edu.

Program of study

Students who have not completed their Plan of Study by the end of the first semester will have a hold that will prevent registration for classes. You should work with your academic advisor to complete the Program of Study using your best estimate of when you will complete the courses.

Most of the program core (required) courses are offered in the fall and spring semesters. During the summer semester very few courses are offered, and students are advised to use this semester for elective classes. **Please do not rely on summer classes to complete your program.**

Class Load LASS

Do not overload yourself. For most of you, this is your first experience with graduate work, and it may be your first experience with online courses. Graduate work is more rigorous than undergraduate work, requiring more research, reading, and writing and your work is held to a higher standard. You will require more study time. If you are working full time, you should enroll in no more than two courses each semester, Also, online classes are typically more demanding than face-to-face classes as they require more time to complete assignments.

Three term registration

In March of each year, all graduate students are allowed to register for the summer, the fall, and the following spring semesters.
Click into your "Enrollment Appointment" box to view the semesters that you can enroll in and the days and times you can begin enrollment. Once enrollment is open, register

for the summer term first, then the Fall term, and then the Spring term. This will help you meet any requirements needed for the later term.

TUITION WAIVERS

To meet the space-available registration for the tuition waiver, UCF and State Employees must begin the registration at the designated date and time. Registration prior to the prescribed date and time for a term invalidates the tuition waiver. The registration date and time is typically the last Friday before the term begins that following Monday. The date can be found on the Academic Calendar each term. You need to submit the tuition waiver form to saswaivers@ucf.edu. Additional information is available at**: http://studentaccounts.ucf.edu/waivers/.**

Overrides

The School of Public Administration does not grant overrides into full and closed courses under any circumstances, so it is imperative that you register at your earliest time!

Final Semester

You should file your Intent to Graduate form online through your my.ucf.edu. You can access the Intent to Graduate form by going into your myUCF portal/ selecting the Student Self Service link/ then selecting the "other academic…" drop down box/ and clicking on Intent to Graduate: Apply. If the Intent to Graduate is filed after the deadline, you can't participate in the commencement ceremony.

Find below the template of the Plan of Study that must be completed with your academic adviser. The Plan of Study will serve as a roadmap for your graduation timeline and also help you complete the three term-registration.

Below you will also find a timeline that will assist you in your path to graduation.

MASTER OF PUBLIC ADMINISTRATION - Program of Study

STUDENT AND PROGRAM INFORMATION					
Name (last, first, MI):			ST ID:		
Term Admitted:			Catalog Year:		
College:	CCIE		Degree Program:		
Director:	Dr. David Mitchell				
Total hours required for degree program **42**			**MPA** Total hours in Program of Study		

Prefix	Number	Title	Term planned/ taken	Grade
PAD	6053	PA in the Governance Process		
PAD	6035	PA in the Policy Process		
PAD	6700	Research Methods in PA		
PAD	6701	Analytic Techniques for PA (PR: PAD 6700)		
PAD	6037	Public Organization Management		
PAD	6227	Public Budgeting (PR: 6700)		
PAD	6207	Public Financial Management (PR: 6700, 6227)		
PAD	6417	Human Resource Management		
PAD	6335	Strategic Planning and Mgmt. (PR: 6700)		
PAD	6062	CAPSTONE – Advanced Concepts (PR: completion of all core courses)		

Prefix	Number	Title	planned/taken	Grade
PAD				
PAD				
PAD or NON-PAD				
PAD or NON-PAD				

It is my responsibility to keep informed of all program related rules, regulations, procedures and requirements. To graduate an 'intent to graduate' must be filed in the semester prior to graduating.

Student signature: _____ Date: _____

Adviser signature: _____ Date: _____

Program and Institutional Policies

Absences

Students who anticipate that they may not be able to enroll continuously due to external circumstances should apply for [Special Leave of Absence](). Specifically, students who are taking courses should apply for a Special Leave of Absence when they cannot enroll in more than two consecutive semesters. Students who are in thesis/dissertation hours should apply for a Special Leave of Absence when they cannot enroll in every semester (including summer).

To qualify for a Special Leave of Absence, the student must demonstrate good cause (e.g., illness, family issues, financial difficulties, personal circumstances, recent maternity/paternity, employment issues). The specific reason for the Leave of Absence request must be indicated by the student on the [Leave of Absence Form](). Due to current U.S. government regulations, international students must be enrolled every fall and spring semester. For students in this category, a Special Leave of Absence is only available for documented medical reasons.

Academic Standards/Conduct/Integrity

Students should review the Golden Rule Student Handbook for information on conduct regulations and related procedures and resources. Published annually by the Office of Student Conduct, the Golden Rule Student Handbook describes university standards for students regarding their conduct in the university community and their rights and responsibilities. And in particular, for graduate students, Appeals of Graduate Program Actions or Decisions (Regulation UCF-5.017) outlines academic performance and grievance procedures.

Accommodations

UCF admits a diverse graduate student population. Some of those students may need an (or a variety) of accommodations to help them be successful in the program. Please refer to the Student Accessibility Services for more information on how to approach accommodations for UCF students: https://sas.sdes.ucf.edu/accommodations/

Appeals/Grievances

There will be instances where students will not agree with an assessment related to their development or progress in a program. In these instances, it is essential that

students understand the proper course of action to come to a resolution. Please refer to the [Academic Grievance](#) section under General Graduate Policies in the graduate catalog.

Student Responsibility for University Communication

UCF uses email as the official means of notifying students of important university business and academic information concerning registration, deadlines, financial assistance, scholarships, student accounts (including tuition and fees), academic progress and problems, and many other critical items for satisfactory completion of a UCF degree program. The university sends all business-related and academic messages to a student's Knights Email address to ensure that there is one repository for that information. Every student must register for and maintain a Knights Email account at https://extranet.cst.ucf.edu/kmailselfsvc and check it regularly to avoid missing important and critical information from the university. Any difficulty with establishing an account or with accessing an established account must be resolved through the [UCF Computer Services Service Desk](#) so that a student receives all important messages. Additionally, each student must have an up-to-date emergency e-mail address and cell phone number by which to be reached in case of a crisis on campus. This emergency contact information will be used only for emergency purposes. Also, both permanent and local mailing addresses must be on the record, so that any physical documents that must be mailed can be delivered.

It is critical that students maintain and regularly check their Knights Email account for official announcements and notifications. Communications sent to the Knights Email address on record will be deemed adequate notice for all university communication, include issues related to academics, finances, registration, parking, and all other matters. The University does not accept responsibility if official communication fails to reach a student who has not registered for, or maintained and checked on a regular basis, their Knights Email account. Please ensure that this information is current and that any changes in contact information are made online through the myUCF portal at https://my.ucf.edu/.

Continuous Enrollment

All graduate students are required to enroll in at least one class over the span of the Academic year. Failure to enroll in 3 consecutive terms results in dismissal from the program. After candidacy exam is passed for doctoral students, they are required to enroll in dissertation hours every semester until graduation. The institutional policy from the graduate catalog around continuous enrollment could be provided in this section. [Continuous Enrollment](#) and [Continuous Enrollment and Active Students](#).

Disability Statement

ACCESS matters.
Purpose: We envision UCF to be a fully accessible campus and inclusive environment for people with disabilities. We do this by:
- **A**cknowledging disability as an aspect of human diversity;
- **C**ultivating awareness of the environment's disabling barriers;
- **C**ollaborating on and proactively facilitating accessible environments and experiences;
- **E**ducating faculty and staff to create and maintain access in their spheres of influence;
- **S**hifting to an inclusive-minded attitude;
- **S**upplementing with reasonable accommodations as a last resort measure to ensure access.

Diversity Statement

The University of Central Florida considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. Dimensions of diversity can include sex, race, age, national origin, ethnicity, gender identity and expression, intellectual and physical ability, sexual orientation, income, faith and non-faith perspectives, socio-economic class, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics must be valued in our community.

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at https://letsbeclear.ucf.edu and http://cares.sdes.ucf.edu/.

If there are aspects of the design, instruction, and/or experiences within this course that result in barriers to your inclusion or accurate assessment of achievement, please notify the instructor as soon as possible and/or contact Student Accessibility Services.

For more information on diversity and inclusion, Title IX, accessibility, or UCF's complaint processes contact:

- Title IX – OIE http://oie.ucf.edu/ & askanadvocate@ucf.edu
- Disability Accommodation – Student Accessibility Services – http://sas.sdes.ucf.edu/ & sas@ucf.edu
- Diversity and Inclusion Training and Events – www.diversity.ucf.edu
- Student Bias Grievances – Just Knights response team – http://jkrt.sdes.ucf.edu/
- UCF Compliance and Ethics Office – http://compliance.ucf.edu/ & complianceandethics@ucf.edu
- Ombuds Office – http://www.ombuds.ucf.edu

Golden Rule

The Golden Rule is the university's policy regarding non-academic discipline of students and limited academic grievance procedures for graduate (grade appeals in individual courses, not including thesis and dissertation courses) and undergraduate students. Information concerning the Golden Rule can be found at www.goldenrule.sdes.ucf.edu/. Section 11, Student Academic Behavior, addresses appeal of graduate program actions or decisions.

Harassment

The University of Central Florida values diversity in the campus community. Accordingly, discrimination on the basis of race, sex, national origin, religion, age, disability, marital status, parental status, veterans status, sexual orientation, or genetic information is prohibited.
Sexual harassment, a form of sex discrimination, is defined as unwelcome sexual advances, requests for sexual favors, or verbal or physical conduct of a sexual nature including any of these three situations.
- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or enrollment.
- Submission to or rejection of such conduct by an individual is used as the basis for employment or enrollment decisions affecting such individual.
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or enrollment, or creating an intimidating, hostile, or offensive working or academic environment.

Sexual harassment is strictly prohibited. Occurrences will be dealt with in accordance with the guidelines above and university rules. Employees, students, or applicants for employment or admission may obtain further information on this policy, including grievance procedures, from the OIE Coordinator. The Director of the Office of Institutional Equity Programs is the campus Equity Coordinator responsible for concerns in all areas of discrimination. The office is located on the main campus, in Barbara Ying

CMMS Building 81, Suite 101. The phone number is (407) 823-1336. Policies and guidelines are available online at http://www.eeo.ucf.edu.

International Students

International students are welcomed in the program. There are specific policies and/or requirements related to international students as below:

- In addition to official transcripts and certification of degrees, a course-by-course credential evaluation with GPA calculation is required of all students who have attended a college/university outside the United States. UCF accepts transcript evaluations from the following two agencies only: Josef Silny and Associates, Inc, or World Education Services (WES).
- International students, except those who are from countries where English is the only official language, those who have earned a degree from a regionally accredited US college or university, or those who have earned a degree from a country where English is the only official language of instruction, are required to submit a score on the Test of English as a Foreign Language (TOEFL). Although we prefer the TOEFL, we will also accept International English Testing System (IELTS) scores.
- Students who are non-native speakers of English (and do not have a degree from a U.S. institution) must pass the English-Speaking test administered by the UCF English Institute before they will be permitted to teach as a Graduate Teaching Associate or Graduate Teaching Assistant.
- International students should maintain F-1 and J-1 Status by maintaining full-time enrollment is one of the most important requirements for F-1 and J-1 students. Click here for the enrollment requirements. New students and current students who have been issued a new initial I-20 or DS-2019 must check-in with UCF Global by the start date of their I-20 or DS-2019.
- International students should report changes to UCF Global within 10 days. Changes include changes in address, phone number, and major/academic program must be reported to UCF Global within 10 days. Click here for details on how to report changes to UCF Global.
- International students should request an extension before the I-20 or DS-2019 expires. If students need more time to complete their program, they must request an extension before their I-20 or DS-2019 expires. Failing to request an extension before the I-20 or DS-2019 expires results in the loss of F-1 or J-1 status. Click here for information on how to request an extension.
- They should maintain good academic standing and make normal progress in their academic program.

- International students do not work-off campus without prior authorization from UCF Global. International students are not eligible to work off-campus without first obtaining authorization in advance. Working without authorization is a serious violation of F-1 and J-1 status. Click here for more information about employment authorization options.
- All international students need to file tax forms to the Internal Revenue Service every year. Click here for more details.
- The federal government does not have any specific programs for international students. The Office of Student Financial Assistance does not award scholarships for non-U.S. citizens. However, the office lists various scholarship opportunities for non-US citizens on the Scholarship page.To search for additional scholarships, please visit the International Scholarship website.
- For general information regarding international students, please visit UCF Global.

Academic Integrity

A full discussion of students' rights and responsibilities on this issue can be found in the Golden Rule at http://goldenrule.sdes.ucf.edu.

Students are expected to read the Golden Rule prior to starting the program to ensure that they understand and will not be involved in any aspect of academic dishonesty. Students should also refer to the UCF Graduate Catalog, as they will be responsible for following all policies from Graduate Studies as well as those of the University.

Cheating includes, but is not limited to, plagiarizing materials, using information from notes, books, or the internet during on-line exams, or working with other students in classroom or on-line exams to secure information or answers. When in doubt, ask before you assume that you can work with other student(s) on exams or projects, or use information from other sources. APA citation is required for all information taken from an outside source (including the internet, books, journals, articles, and published and non-published materials).

Explore the College of Graduate Studies website on this topic: https://graduate.ucf.edu/plagiarism/ and enroll in the webcourse "Pressures to Plagiarize" offered through the Pathways to Success Program.

Satisfactory Academic Progress

Upon enrollment in their graduate program, each student will be assigned an academic program advisor. This advisor will ensure that the student's plan of study is appropriate.

Students are encouraged to meet with the academic advisor at least once during each semester.

Satisfactory academic performance in a program includes maintaining at least a 3.0 graduate status GPA (defined below) in all graduate work taken since admission into the program. Please refer to the Graduate Catalog for further information regarding the graduate status GPA: Academic Progress and Performance (ucf.edu)

Satisfactory performance also involves maintaining professional integrity and behaviors expected in a clinical program. Failure to maintain these standards may result in dismissal of the student from the program. The student may appeal dismissal decisions as outlined in the UCF Golden Rule • UCF

Probation/Dismissal Discipline

To earn a graduate degree or graduate certificate at the University of Central Florida, students must have a minimum 3.0 Graduate Status GPA. Any student not achieving this mark will be placed on Academic Probationary Status.

When Graduate Status GPA falls below a 3.0, the following occurs:
1. Impacted students will receive notice from the College of Graduate Studies.
2. The probationary status will be imprinted on the student's advising transcript and will remain for each successive semester while on probation. This information remains as a permanent record on the transcript.
3. Students will have a maximum of 18 graduate credit hours of graded A-F course work from their Graduate Plan of Study to increase their Graduate Status GPA to 3.0 or higher.
4. Students who have fewer than 18 credit hours of course work left in their Graduate Plan of Study will only have the number of remaining credit hours toward degree completion to attain the 3.0 Graduate Status GPA.
5. Students who cannot mathematically attain a 3.0 Graduate Status GPA, either through the 18 credit hours of course work or through the remaining credit hours to degree completion, will be formally dismissed without the probationary period. Exceptions can be made for students who start their final semester of coursework with a 3.0 (or higher) Graduate Status GPA, but fall below a 3.0 when grades post at the end of the final semester of coursework. In this case, the student will be put on probation and may enroll in up to 6 credit hours of electives from their graduate program's approved list of electives. If the student cannot remedy the GPA in the 6 hours, the student will be dismissed.

Please check the Graduate Catalog for any other conditions of probation, discontinuation, and dismissal as outlined by the College of Graduate Studies and UCF at: Academic Progress and Performance section from the Graduate Catalog.

Students placed on probation are required to meet with their graduate program director to create a **Probation Plan**. This plan will state the maximum number of hours that the student can remain on probation (if there are fewer than 18 hours left of graded courses in the student's Graduate Plan of Study) and may include specific direction on courses to be taken and the timing of those courses. In addition, the plan may include other conditions as necessary for the continued enrollment of the student in the program such as retaking courses, taking remedial course work in specified areas, or completing special projects to better prepare the student for success in the program. Failure to meet any of the conditions of the Probation Plan may result in dismissal without any further appeal.

Time Limits to Degree Completion

A student has seven years from the date of admission to complete the program.

Students who anticipate being out for more than 2 consecutive semesters should apply for a Special Leave of Absence no later than the end of the add/drop period of their second semester of non-enrollment. Students who do not maintain continuous enrollment without a Special Leave of Absence (see Continuous Attendance and Special Leave of Absence in the General Graduate Policies) must file for readmission to the university. The time spent in an approved Special Leave of Absence will essentially "stop the clock" for a student for a maximum of three semesters and be added to a student's total time limitation for degree completion. A student can request a SLOA for a maximum of six semesters. UCF students can also refer to Time Limitation and Continuous Enrollment Policy in the Graduate Catalog.

Transfer Credit

1. The total number of transfer credits cannot exceed 50% of the UCF degree requirements, and at least 15 credit hours of graded (A-F) courses must be taken at UCF once admitted. The only exceptions to this rule are listed in #6 below.
2. Only graduate-level courses with a grade of 'B' or higher can be transferred. No Satisfactory/ Unsatisfactory or Pass/Fail courses can transfer. Internal transfer courses (i.e., courses taken at UCF) will appear as a graded course on the transcript.

3. Transfer of international credits may be permitted with the required Josef Silny and Associates, Inc. or World Education Services (WES) transcript evaluations (see Admissions Equivalency Information).
4. Courses older than 7 years cannot be transferred unless they have been reviewed and approved by a formal committee comprised of graduate faculty in the program. Program-level approvals must be accompanied by statements demonstrating the currency of the course content in the context of the student's experience. The course must then be approved by the dean or dean's designee of the relevant college. Approval documentation must be attached with the transfer request to the College of Graduate Studies. All other transfer policies apply. Approved courses are valid if the student maintains continuous enrollment in the graduate program. If the student is readmitted after discontinuation or dismissal, the student must initiate a new transfer request for courses older than 7 years.
5. Transfer requests to satisfy Core course requirements or Restricted Electives within the associated UCF degree must include relevant syllabi, and graduate program directors must certify that the courses taken represent current knowledge and are equivalent in content to the courses offered at UCF.
6. There are 3 exceptions to this policy as written:
   1. Unless part of an approved dual degree program, a maximum of 9 hours may be used to fulfill the requirements of 2 master's degrees. In no case can hours be used to fulfill the requirements of more than 2 degrees.
   2. Unless part of an approved accelerated program, a maximum of 9 hours may be used by a student taking graduate courses while in undergraduate status at UCF.
   3. When doctoral programs require a master's degree for admission, credits from the required, earned master's degree may not be used as transfer credits.

Additional Program Details

Financial Aid Funding

There is a list of sources of funding that are available to students. The [College of Graduate Studies Funding Website](https://graduate.ucf.edu/funding/) https://graduate.ucf.edu/funding/ provides this information in a larger and more broad sense.

For additional information about funding for graduate school, please visit the Student Finances section of the College of Graduate Studies student website at http://www.students.graduate.ucf.edu/.

If you are interested in applying for loans or externally funded need-based awards, visit the Office of Student Financial Assistance website at: http://finaid.ucf.edu and complete the Free Application for Federal Student Aid (FAFSA), which is available January 1 each year.

Other Special Fellowships

Students seeking alternative funding for scholarships are advised to look at the UCF Alumni Association. This group awards more than $40,000 in scholarships each year to undergraduate and graduate students. See www.ucfalumni.com for information on how to apply.

Graduation Requirements

The Master of Public Administration program requires a minimum of 42 credit hours beyond the bachelor's degree.

You should file your Intent to Graduate form online through your my.ucf.edu. You can access the Intent to Graduate form by going into your myUCF portal/ selecting the Student Self Service link/ then selecting the "other academic…" drop down box/ and clicking on Intent to Graduate: Apply. If the Intent to Graduate is filed after the deadline, you can't participate in the commencement ceremony.

Job Search and Career Pathways

At the School of Public Administration, we are dedicated to your success. We can prepare you for the job market through mock interviews, resume refinement and editing cover letters. For more information, contact experiential learning coordinator Marcus Williams at:Marcus.Williams@ucf.edu

UCF Job Shadow Program

The UCF Job Shadow Program pairs Knights with employer and alumni partners to facilitate a one-to-five-day job shadow experience. Learn about a particular career or industry, gain workplace experience, and

build your professional network. Activate your [Handshake account](#) to gain access to internships, jobs, and professional development opportunities. Visit [UCF Career Services](#) for more information.

Pathways to Success program

Coordinated by the College of Graduate Studies, the Pathways to Success program offers free development opportunities for graduate students and postdoctoral scholars including workshops in Academic Integrity, Graduate Grantsmanship, Personal Development, Professional Development, and Research. Please explore the link to the [UCF's Pathways to Success Program](#).

Student Associations

There are many ways to be involved and integrated. The Student Involvement site provides information on the different student organizations, clubs, and activities at the university. The school of public administration has five registered student organizations related to each program area. Contact the organization to find out how you can be involved. Connecting with classmates and practitioners is the best way to build your network.

International City/County Management Association
This is the student chapter of the national organization, ICMA. Our student chapter strives to create excellence in local governance by developing students into public sector professionals.
Email: icmaucf@gmail.com

Emergency Management Student Association
Students interested in emergency and crisis management should consider connecting with EMSA. In the past, the group has hosted guest speakers from the field, and has participated in emergency exercises.
Email: ucfemsa@gmail.com

Nonprofit Knights
The Nonprofit Knights is an umbrella organization for the Nonprofit Management Student Association and the Association of Fundraising Professionals. Students interested in careers in the nonprofit sector or fundraising and development are welcome to join the group.
Email: ucfnonprofitknights@gmail.com

Urban Knights
The Urban Knights are passionate about urban planning, and they strive to connect students with professionals in the field. They host technical skills workshops throughout the year along with a networking reception prior to each Urban and Regional Planning Distinguished Lecture Series event.
Email: urbanknights3@gmail.com

The Graduate Student Association (GSA) is UCF's graduate organization committed to enrich graduate students' personal, educational, and professional experience. To learn more or get involved, please visit www.gsa.ucf.edu. Also, refer to the [Office of Student Involvement • UCF](#) for more information on ways to be involved and integrated.

Graduate Student Center

The Graduate Student Center provides a space for graduate students to gather for professional development, workshops, rehearsal of presentations, defenses of their thesis or dissertation research, guest lectures and colloquia series, study, and collaborate. It is located on the second floor in suite 213 of Trevor Colbourn Hall Building, just minutes from the Student Union, Bookstore, Library, and Millican Hall services. The Graduate Student Center contains four main areas: multipurpose study and collaboration area, presentation room, conference room, and study and data analysis rooms. Explore the link for more information: Graduate Student Center

Graduate Research Forum/Symposium

The College of Graduate Studies hosts an annual Research Forum to provide a conference setting for our own students to showcase their work either with poster presentations or a face-to-face presentation. Explore the link for more information on GRF: Graduate Research Forum

3MT

The College of Graduate Studies also hosts a 3MT competition for graduate students in both the Fall and Spring Semesters. A brief description of what this is and how to be involved can be provided in this link: 3MT

Forms

There are many different forms associated with being in your program and a graduate student at UCF. Please use this link that provides the links to forms relevant to your program and completing all requirements of your degrees: https://graduate.ucf.edu/forms-and-references/

Useful Links/Resources

There are a variety of events, resources, and field of study information UCF student should be aware of. The following are a few examples:

- Bookstore
- Campus Map
- Graduate Catalog
- Library
- Parking Services
- Shuttles
- Recreation Center
- Housing
- Counseling Center
- Writing Center
- Academic Calendar
- Student Academic Resource Center
- UCF Veterans Academic Resource Center
- Student Account Services

PROGRAMS OFFERED BY THE SCHOOL OF PUBLIC ADMINISTRATION

<u>Graduate Degrees</u>

Master of Nonprofit Management

Master of Public Administration

Master of Research Administration

Master of Urban and Regional Planning

Master of Emergency and Crisis Management Master of Public Policy

Doctoral Program in Public Affairs

<u>Graduate Certificates</u>

Graduate Certificate in Nonprofit Management

Graduate Certificate in Public Administration

Graduate Certificate in Research Administration

Graduate Certificate in Urban and Regional Planning

Graduate Certificate in Fundraising

Graduate Certificate in Emergency Management and Homeland Security

Graduate Certificate in Public Budgeting and Finance

Graduate Certificate in Public Policy Analysis

Graduate Certificate in Social Justice in Public Service

Appendices

INSTRUCTIONS TO ACCEPT GRADUATE ADMISSION

In the upper right-hand corner, in the myUCF Menu box, click Student Self Service.

*If the address menu appears. verify your email and valid addresses and click OK.

To Accept/Decline your admission, from Student Center main page, scroll down to the Graduate Students section.

Click Accept/Decline Admission

Select the program you would like to Accept or Decline admission to by clicking on the Accept/ Decline link to the right on each application.

Select either I Accept Admission or I Decline Admission button to indicate your choice. You will then be asked to confirm your selection. Select the Previous Button if you do not wish to make a selection at this time.

If Admission is Accepted:

Accept Admission

Information	University of Central Florida
Admit Term	Fall 2013
Application Number	239586

| Accept Admission | | Decline Admission |

| Parevious |

After you have accepted your admissions offer, it takes approximately 1-2 business days for the database to complete its processes and a registration appointment time to be generated. Appointment times are only generated after class schedules are posted. The appointment time is the date and

time you are eligible to enroll in classes through your myUCF portal.

Please be sure to inquire with your department directly to verify if there is a deadline, they have set for you to accept or decline your admissions offer. In addition, follow up with them once your admissions offer is accepted to confirm if there is a mandatory orientation through your department that you

must attend.

NOTE: If newly admitted students do not register and enroll for classes in their first semester their file will be inactivated, and all future registration will be dropped. Once their file is inactivated, they will need to re-apply by a complete a new online admissions application.

GETTING TO KNOW YOUR MYUCF PORTAL

Institution University of Central Florida

Term 1670 Fall 2019

Select at least 2 search criteria. Select Search to view your search results.

▽ Class Search

select subject   Subject PAD

Course Number contains

Course Keyword

Course Career Graduate

Location

Special Course Group

☑ Show Open Classes Only

▽ Additional Search Criteria   ⬆ Uncheck the box

Meeting Start Time greater than or equal to

Meeting End Time less than or equal to

Days of Week include only these days

☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat ☐ Sun

Instructor Last Name begins with

Instructor First Name begins with

Class Nbr

Minimum Units greater than or equal to

Maximum Units less than or equal to

Course Component

Session

Mode of Instruction

Department

Clear   Search

PAD 5336 - Introduction to Urban Planning

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
87871	0M77-LEC Regular	Tu 6:00PM - 8:50PM	DPAC 0168	Luis Santiago	08/26/2019 - 12/11/2019	🟢

PAD 5337 - Urban Design

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
87612	0077-LEC Regular	Th 6:00PM - 8:50PM	DPAC 0215	Roberta Fennessy	08/26/2019 - 12/11/2019	🟢

PAD 5356 - Managing Community and Economic Development

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
92089	0W61-LEC Regular	TBA	TBA	Christopher Hawkins	08/26/2019 - 12/11/2019	🟢

PAD 5850 - Grant and Contract Management

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
87679	0W58-LEC Regular	TBA	TBA	Angela White-Jones	08/26/2019 - 12/11/2019	🟦
87506	0W61-LEC Regular	TBA	TBA	Angela White-Jones	08/26/2019 - 12/11/2019	⚠

Topic: GRANT/CONTRACTMGT (SL)

PAD 5907 - Directed Independent Studies

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status
88174	0077-IND Regular	TBA	TBA	Staff	08/26/2019 - 12/11/2019	🟦

Registering For Classes