

**PLAN OF STUDY
PUBLIC ADMINISTRATION
Certificate in Arts Administration**

WWW.BROCKPORT.EDU/PUBADMIN/CERTIFICATES.HTML

The Plan of Study must be completed with your faculty advisor. Print responses on both sides legibly and sign the back of the form. Your Plan of Study is *tentative* and subject to change depending on course availability.

Certificate in Arts Administration – Eligibility to apply to the Certificate in Arts Management requires that the student be matriculated in either the Master of Public Administration (MPA) or Master of Fine Arts (MFA) program in the Visual Studies Workshop at SUNY College at Brockport. Check your status below:

- I am currently a matriculated MPA student at Brockport and am applying for the Certificate in Arts Administration (see Table #1 below)
- I am currently a matriculated MFA student in the Visual Studies Workshop at Brockport and am applying for the Certificate in Arts Administration (see Table #2 below)

<i>First name</i>	<i>Middle Initial</i>	<i>Last name</i>	<i>Maiden</i>
<i>Social Security Number or Banner ID</i>		<i>E-mail address</i>	
<i>Permanent Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
<i>Home telephone</i>		<i>Work telephone</i>	

In order to obtain the advanced certificate, students must successfully complete (with a grade of “B” or better) four graduate courses. **MFA students** pursuing the certificate must complete at least **two of the four courses from the MPA list of courses**, and **MPA students** must complete at least **two of the four courses from the MFA list of courses**. This curricular structure offers flexibility to students who often have strong experience in one or more of these courses and allows faculty to accommodate special goals and needs through advisement.

Table #1: PLAN OF STUDY FOR MPA STUDENTS			
Courses for Completion of Certificate in Arts Administration			
*Select from list of courses below.			
<i>Course</i>	<i>Semester</i>	<i>Grade</i>	<i>Credits</i>
1)			3
2)			3
3)			3
4)			3
<i>Total credits</i>			<i>12</i>
*Applicable courses for the Advanced Certificate through the Visual Studies Workshop:			
<i>Art history and theory</i> <ul style="list-style-type: none"> • ARH 565 Alternative Views of Art • ARH 563 Contemporary Media Survey • ARH 664 Media Culture (Art Theory and Philosophy) <i>Museum Studies/ Studio</i> <ul style="list-style-type: none"> • ART 535 Expanded Issues in Exhibition • ART 568 Working with Visual Information 	<ul style="list-style-type: none"> • (Other studio courses and workshops in Photography and Media) <i>Practica and Internships</i> <ul style="list-style-type: none"> • ART 735 Arts Organization Practicum • ART 790 Internship 		

Table #2: PLAN OF STUDY FOR MFA STUDENTS
Courses for Completion of Certificate in Arts Administration

**Select from list of courses below.*

<i>Course</i>	<i>Semester</i>	<i>Grade</i>	<i>Credits</i>
1)			3
2)			3
3)			3
4)			3
<i>Total credits</i>			<i>12</i>

***Applicable courses for the Advanced Certificate through the Department of Public Administration:**

- | | |
|---|--|
| <ul style="list-style-type: none"> • PAD 601 Leading Organizational Change • PAD 637 Marketing for Nonprofit Organizations • PAD 629 Fundraising and Development • PAD 640 Financial Management • PAD 644 Supervision Skills • PAD 678 Nonprofit Management • PAD 679 Grantwriting/Grant Management • PAD 664 Nonprofit Advocacy and Government Relations | <ul style="list-style-type: none"> • PAD 661 Creating an Empowered Organization • PAD 653 Ethics for Managers • PAD 682 Organizational Behavior • PAD 685 Human Resources Management • PAD 687 Statistics for Managers • PAD 688 Research and Program Evaluation |
|---|--|

Please answer the following brief questionnaire. Your responses are confidential.

1. Your current position/job title: _____

2. Your current employer: _____

3. Employer's address: _____

4. How many people do you supervise in your current position?

5. In what field are you currently employed?

Public Safety/Security

Health Administration

Nursing

Long Term Care

Hospital

Mental Health, Developmentally Disabled

Nonprofit

Government _____

Education

Business

Other: _____

5. Your date of birth: _____

6. Gender: Male Female

7. Will you be enrolling: Full-time Part-time

8. Your ethnic origin: Your response to the following question is voluntary, but federal civil rights legislation and implementing regulations require the university to submit counts of its student body by racial/ethnic categories. Your cooperation, therefore, while voluntary, is essential to the reporting of this information.

White, non-Hispanic

Asian/Pacific Islander

African-American, non-Hispanic

American Indian/Native Alaskan

Hispanic/Latino

Other (not listed)

9. How did you hear about the Certificate Program at SUNY Brockport?

Word of Mouth

Advertisement

Graduate Catalog

Poster

Mailing

Other: _____

10. Why did you choose Brockport's program? Check all that apply.

Quality and reputation of the program

Affordability

Convenient location

Curriculum matched my interests/goals

Career advancement

11. Did you consider other programs before making your decision to attend graduate school at Brockport?

No, Brockport was my first choice.

Yes. If yes, what other colleges/programs did you consider? _____

12. Have you consulted our Web page? Yes No

Student's Signature

Advisor's Signature

Date

Rev10_08