

Bachelor of Arts in Public Service

The undergraduate major in public service is offered by the Graduate School of Public and International Affairs. It is designed to prepare students for a broad range of careers that are focused on the resolution of public problems or the delivery of public services. These careers range from those in the local government and community arena, to the metropolitan region and state arena, to national and international settings. Potential employers include state, local, and federal governments; nonprofit and nongovernmental organizations at the local, regional, national, or international level; private firms engaged in working with governments; and private corporations with an active public service culture. The major serves students who are interested in public issues as concerned and interested citizens and prepares students for a wide range of graduate programs related to public policy and management.

The public service minor adds professional dimension to various School of Arts and Sciences majors including political science, anthropology, economics, urban studies, and sociology.

A minimum total of 120 credits is required for the Bachelor of Arts degree with a major in public service. Of this total, students must take 33 credits (11 courses) in public service, one course in statistics, and six credits (two courses) from a related field: political science, economics, psychology, sociology, or another department approved by an academic advisor. The remaining credits required for the degree are outlined on the Requirements for the Bachelor's Degree information sheet.

A. Core Courses: 15 credits (five courses)

PUBSRV	0020	Introduction to Public Service	3 cr.
PUBSRV	0030	Public Policy Process	3 cr.
PUBSRV	0040	Public Service Technologies	3 cr.
PUBSRV	0050	Ethics and Accountability	3 cr.
PUBSRV	1900	Internship Seminar	3 cr.

B. Concentration Areas: 18 credits (six courses)

Choose one of the three concentration areas below:

1. Public Administration Concentration

PUBSRV	1100	Practices in Public Administration	3 cr.
PUBSRV	1110	Financial Management in the Public Sector	3 cr.
PUBSRV	1120	Human Resources Management in the Public Sector	3 cr.
PUBSRV	1130	Planning in the Public Sector	3 cr.
PUBSRV		Electives (choose two additional public service courses)	6 cr.

2. Nonprofit Management Concentration

PUBSRV	1200	Practices of Nonprofit Management	3 cr.
PUBSRV	1210	Financial Management in Nonprofit Organizations	3 cr.
PUBSRV	1220	Human Resources Management in Nonprofit Organizations	3 cr.
PUBSRV	1230	Fundraising for Nonprofit Organizations	3 cr.
PUBSRV		Electives (choose two additional public service courses)	6 cr.

3. Self-Designed Concentration

PUBSRV	1000	Democratic Citizenship	3 cr.
		Five electives	15 cr.

Courses that meet the special program needs of the student may be selected from any course offered in public service or any other department. The self-designed concentration must be approved by a College of General Studies academic advisor.

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Public Service Electives

Public administration concentration students may use the 1200-numbered courses as electives; nonprofit management concentration students may use 1100-numbered courses.

PUBSRV	0150	Introduction to Global Studies	3 cr.
PUBSRV	1000	Democratic Citizenship	3 cr.
PUBSRV	1020	Globalization: The Challenges and Opportunities	3 cr.
PUBSRV	1300	Legal Issues in Public Service	3 cr.
PUBSRV	1305	Health, Law, and Ethics	3 cr.
PUBSRV	1310	Diversity Issues in Public Service	3 cr.
PUBSRV	1315	Managing Projects and Contracts	3 cr.
PUBSRV	1320	Geographic Information Systems (GIS) in the Public Service	3 cr.
PUBSRV	1325	Federalism and Intergovernmental Relations	3 cr.
PUBSRV	1335	Administrative Behavior	3 cr.
PUBSRV	1350	Public and Nonprofit Performance Accounting	3 cr.
PUBSRV	1360	Administration of International Organizations	3 cr.
PUBSRV	1365	Comparative and Development Administration	3 cr.
PUBSRV	1370	Comparative Foreign Policymaking	3 cr.
PUBSRV	1380	Global Citizenship	3 cr.
PUBSRV	1390	Theories of Leadership	3 cr.
PUBSRV	1400	Organizing for Community-Controlled Development	3 cr.
PUBSRV	1410	Housing and Community Development	3 cr.
PUBSRV	1415	Environmental Policy and Management	3 cr.
PUBSRV	1420	Urban and Regional Governance	3 cr.
PUBSRV	1425	Principles of Homeland Security	3 cr.
PUBSRV	1450	Program Evaluation	3 cr.
PUBSRV	1901	Independent Study	1–6 cr.
PUBSRV	1910	Institute of Politics Internship/Seminar	4 cr.
PUBSRV	1915	Service-Learning Facilitation	3 cr.

Please note: This major requires that you complete an internship at a facility external to the University, and this facility may or will require a criminal background check, an Act 33/34 clearance, and perhaps a drug screen to determine whether you are qualified to participate in the internship. Additionally, in order to become licensed or employed, many states will inquire as to whether the applicant has been convicted of a misdemeanor, a felony, or a felonious or illegal act associated with alcohol and/or substance abuse.

Required Supporting Course Work

Students are required to take a course in statistics (STAT 0200 Basic Applied Statistics or an equivalent course) and two courses from a related department such as economics, political science, psychology, sociology, or another department approved by an academic advisor.

Transfer Credit Agreement

A transfer credit agreement has been established between the Community College of Allegheny County and the public service program at the University of Pittsburgh. The agreement gives a course-by-course outline of the associate's degree program and the equivalent course or requirement fulfilled for the College of General Studies (CGS). Courses transfer if graded C or better. For a copy of the transfer agreement, contact an academic advisor.

Graduate School Option

The Graduate School of Public and International Affairs offers an early admission option for public service majors in CGS. Students with a quality point average of 3.5 or better planning to pursue graduate work may want to consider the graduate school option for early admission to their graduate program. Contact an academic advisor for details.

Minor Requirements

Students interested in a minor, rather than a major, in public service should check with their academic advisor. For CGS students, the minor would be professional elective course work. For School of Arts and Sciences students, the minor would be non-Arts and Sciences elective course work. For the minor, students must complete five courses (15 credits) with at least three courses from the University of Pittsburgh. A 2.0 average is required in the minor.

Minor Courses

PUBSRV	0020	Introduction to Public Service	3 cr.
PUBSRV	0030	Public Policy Process	3 cr.
PUBSRV	0050	Ethics and Accountability	3 cr.
PUBSRV		Electives	6 cr.

College of General Studies

The College of General Studies (CGS) provides adult and continuing education programs that are designed to address changing employer and student needs. The high-quality, flexible programs include courses, certificates, and degrees. CGS provides a single point of access to the University's innovative programs and services that both enrich lives and promote the economic health of the region.

Requirements subject to change. Check with an academic advisor before registering.

For more information, contact:
University of Pittsburgh
College of General Studies
412-624-6600
www.cgs.pitt.edu