

# EXECUTIVE MASTER OF PUBLIC ADMINISTRATION

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## PROGRAM DESCRIPTION - EMPA

The Executive Master of Public Administration (EMPA) program will strengthen the knowledge and administrative competencies of candidates so they may (1) acquire an advanced understanding of administration in public and nonprofit organizations; (2) enhance leadership and collaboration in state and local government; (3) provide professional development and opportunities for advancement of people in state, county, city, and tribal governments.

### The EMPA program is:

- **Comprehensive and Integrated** — This is a comprehensive degree that connects public policy creation to the implementation and administration of policy.
- **Real-World Application** — This is a professional degree that builds essential skills that can be immediately applicable to your career, of value to your employer, and relevant to your industry.
- **Leadership Focused** — The curriculum emphasizes fundamental skills in effective leadership, communication, innovation, and change management.
- **Decidedly Professional** — Professors are actively engaged in leadership roles within diverse Public Administration, Public Policy and Nonprofit Administration fields.

## TUITION RATES

For the most up-to-date online course tuition information, please visit: [www.usd.edu/cde/tuition-rates.cfm](http://www.usd.edu/cde/tuition-rates.cfm)

## FOR MORE INFORMATION

For more information, please visit [www.usd.edu/cde/empa.cfm](http://www.usd.edu/cde/empa.cfm) or contact a higher education service site that is appropriate for you:

**Sioux Falls, Sioux City,  
Vermillion area & Worldwide**  
Division of Continuing Education  
1-800-233-7937  
605-677-6240  
[cde@usd.edu](mailto:cde@usd.edu)

**Rapid City & Pierre area**  
University Center - Rapid City  
Contact: Benjamin Krush  
605-718-4112  
[UC-RC@usd.edu](mailto:UC-RC@usd.edu)

### Public Administration Department

Contact: Dr. Anthony Molina  
605-677-5356  
[Tony.Molina@usd.edu](mailto:Tony.Molina@usd.edu)

### Sioux Falls area

University Center  
1-866-220-7085  
[info@sduiversitycenter.org](mailto:info@sduiversitycenter.org)

## GETTING STARTED

Prospective graduate students may apply through the Graduate School at [www.usd.edu/grad/how-to-apply.cfm](http://www.usd.edu/grad/how-to-apply.cfm).

The Graduate School forwards completed applications to the appropriate academic department for review. The department will then recommend the admission status of the applicant to the Dean of the Graduate School, who will make the final decision on admission.

Once accepted, students can register online through WebAdvisor at [www.usd.edu/webadvisor](http://www.usd.edu/webadvisor) or through the online form located at <https://www.usd.edu/cde/registration>.

## ADMISSION REQUIREMENTS

Minimum Requirements for Admission:

1. Baccalaureate degree or an equivalent degree from an institution with full regional accreditation for that degree
2. Four years of progressively responsible work experience in a public agency or non-profit organization

### Applicants must submit:

- Application
- \$35 application fee
- 500-word minimum statement of purpose
- Resume
- 3 Letters of Recommendation
- Official transcripts from all institutions of higher learning attended

## NON-DEGREE PURSUANT STATUS

To experience the University of South Dakota as a non-degree pursuant student, the University offers graduate students the option of learning under a non-degree pursuant classification. Up to nine credit hours earned as a non-degree pursuant student may be applied to a graduate degree from USD at the discretion of the academic department.

**Please note:** Enrollment in a course does not guarantee acceptance into the program.

Enrolling as a non-degree pursuant student is easy. Simply complete the online registration form at <https://www.usd.edu/cde/registration> during the registration session open to the public.



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# PROGRAM REQUIREMENTS AND COURSE ROTATIONS

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## Required Core Courses (30 credit hours)

Course/No.	Course Title	Site	Rotation
EMPA 704	Facilitation and Conflict Management (3 cr)	Online	Every Spring
EMPA 720	Seminar in Executive Public Administration (3 cr)	Online	Every Fall
EMPA 722	Budgeting (3 cr)	Online	Every Summer
EMPA 723	Public Personnel Management (3 cr)	Online	Every Summer
EMPA 724	Organization and Management (3 cr)	Online	Every Spring
EMPA 733	Administrative Law and Government (3 cr)	Online	Every Fall, Every Spring
EMPA 764	Research Methods for Administrators (3 cr)	Online	Every Summer
EMPA 769	Administrative Thought and Ethics (3 cr)	Online	Every Spring, Every Summer
EMPA 786 or MSAS 786	EMPA CAPSTONE Professional Policy Paper Report (3 cr) MSAS CAPSTONE (3 cr)	Online	Every Semester Every Semester
LDR 501	Advanced Leadership Theory and Practice (3 cr)	Online	Every Fall

## Executive Master of Public Administration (EMPA) Program Total: 30 credit hours

**\*If you are a prospective student with a disability and need assistance or accommodations during the admission/application process, please contact the Director of Disability Services, 119B Service Center North, USD, Vermillion, SD 57069. Phone: 605-677-6389 Fax: 605-677-3172 E-mail: [disabilityservices@usd.edu](mailto:disabilityservices@usd.edu)**

This document is available in alternative forms upon request. For assistance, call Disability Services at USD at: 605-677-6839 or email [disabilityservices@usd.edu](mailto:disabilityservices@usd.edu). The University of South Dakota is an equal opportunity, affirmative action institution committed to increasing the diversity of its faculty, staff and students.



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