

# MASTER OF SCIENCE IN ADMINISTRATION CRIMINAL JUSTICE SPECIALIZATION - ONLINE

---

## PROGRAM DESCRIPTION

This cross-disciplinary program provides the primary tools and organizational skills necessary to more effectively perform administrative roles. Course work focuses on the practical application of theory and developing an intellectual framework for analyzing and successfully addressing challenges associated with the administrative environment. This program values past work experience and benefits people from a variety of different backgrounds including health care, government, non-profit agencies, law enforcement, and social services.

The Criminal Justice option provides education in criminal law, fundamentals of criminal procedures, police administration, and an in depth look at criminal justice policy studies. The Criminal Justice Specialization requires a minimum of twelve hours of specified coursework.

## 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/msa](http://www.usd.edu/msa) or contact a higher education service site that is appropriate for you:

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

**MSA Department**  
1-888-493-9256  
605-677-6405  
[msa@usd.edu](mailto:msa@usd.edu)

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

**Sioux Falls area**  
University Center  
605-367-5640  
[info@sduiversitycenter.org](mailto:info@sduiversitycenter.org)



UNIVERSITY OF  
SOUTH DAKOTA

## 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. A minimum undergraduate grade point average of 2.7 on a 4.0 scale
3. Three years administrative work experience
4. Three years since receiving an undergraduate degree

Note: There is no required admissions test, no prerequisite course work or degree and no exclusion based on current employment status.

### Applicants must submit:

- Application
- \$35 application fee
- 250-word statement of purpose
- Resume
- 3 Letters of Recommendation
- Official transcripts from all institutions 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.

Revised May 2012

# PROGRAM REQUIREMENTS AND COURSE ROTATIONS

## Required Core Courses (24 credit hours)

Course/No.	Course Title	Site	Rotation
MSAS 763	Professional Writing for Administration (3 cr)	Online	Every Fall
MSAS 764	Research in Administrative Practice (3 cr)	Online	Every Summer
MSAS 786	MSAS Capstone Project (3 cr)	Online	Every Semester
POLS 722	Budgetary and Fiscal Management (3 cr)	Online	Every Summer
POLS 733	Administrative Law and Government (3 cr)	Online Sioux Falls	Every Fall, Every Spring Fall Odd Years
POLS 769	Administrative Thought and Ethics (3 cr)	Online Sioux Falls	Every Spring, Every Summer Fall Even Years
SPCM 754	Managerial Communication (3 cr)	Online Rapid City Sioux Falls	Every Spring Summer Odd Years Spring Odd Years
	Advisor approved elective (3 cr)		Every Semester

## Criminal Justice Required Courses (12 credit hours) - select four of the following courses

Course/No.	Course Title	Site	Rotation
CJUS 525	Police Administration (3 cr)	Online Rapid City	Every Spring Spring Odd Years
CJUS 531	Criminal Law (3 cr)	Online	Every Fall
CJUS 533	Fundamentals of Criminal Procedures (3 cr)	Online Rapid City	Every Spring Fall Odd Years
CJUS 790	Seminar in Criminal Justice Policy Studies (3 cr)	Online Rapid City	Every Spring Fall Even Years

## MSA Criminal Justice Program Total: Minimum 36 credit hours required

**\*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.



UNIVERSITY OF  
SOUTH DAKOTA