

**WASHBURN UNIVERSITY
SCHOOL OF APPLIED STUDIES AND COLLEGE OF ARTS AND SCIENCES
FAMILY & HUMAN SERVICES AND POLITICAL SCIENCE DEPARTMENTS
CERTIFICATE IN NON-PROFIT MANAGEMENT**

Name: _____ WIN: _____

The awarding of the certificate requires a Bachelor's degree (which may be obtained concurrently).

All courses are 3 credit hours	Grade Earned
PO245 – Introduction to Public Administration	
HS300 – Prevention and Social Change	
HS 323 – Service Coordination	
PO393 – Public Budgeting or PO346 Problems in Public Administration: Non-Profit Fundraising or Grant Writing	
PO395 – Non-Profit Management or PO394 Public Management Techniques	
HS446 – Legal, Ethical and Professional Issues or PO 346 Problems in Public Administration: Legal Issues	
HS495 – Research and Evaluation or PO401 Program Evaluation	
HS/PO – 300-400 Level Approved Elective	
HS or PO Internship (e.g., HS381, HS480, HS 481, or PO307) 150 clock hours; must be pre-approved and completed in a non-profit agency, shadowing a manager/administrator. For Family & Human Services, the spring internship application deadline is September 15 th , and the fall/summer deadline is February 15 th . Application materials are on the FHS website: https://www.washburn.edu/human-services	
Minimum 12 Credits in Family & Human Services for SAS Certificate <input type="checkbox"/>	
Minimum 12 Credits in Political Science for CAS Certificate <input type="checkbox"/>	
GPA:	
Total credit hours:	27