



TEXAS A&M UNIVERSITY

The Bush School

of Government & Public Service

Graduate Certificate in Public Management (PBMG) *Available Online*

The Certificate in Public Management (PBMG) focuses on the capabilities required for effective and ethical leadership in the public and nonprofit sectors. This includes the knowledge and skills pertaining to the internal operation of public-service organizations and to the relationship between those organizations and their environments.

The Graduate Certificate in Public Management is designed to provide graduate education in public management for the full time public service professional who wants to earn a standalone credential in public management; for the individual who desires the education to transition to the public management field; and, for the graduate student who wants to earn a credential in a specialized area to enhance employability.

Therefore, the certificate program is offered in a variety of formats including: online, on campus, or a combination of the two formats. Students may choose the format which best fits their needs. The culmination of the program will result in prepared state and federal leaders with the requisite skills and expertise in public service to excel in professional and executive management roles.

Objectives

- Apply managerial concepts and techniques in the public service field.
- Explain the role of professional ethics in decision making.
- Employ ethical frameworks in case scenarios and decision making exercises.
- Evaluate the internal operation of public-service organizations.
- Compare and contrast the relationship between public-service organizations and their operating environments.
- Synthesize key public management concepts and operations in the context of the organization and its environment.
- Define and articulate the roles, development, and principles of public administration.
- Analyze public policy and the role of executive-legislative relations and various stakeholders in the policy making process.
- Implement public budgetary processes and best practices in financial management.
- Articulate and analyze the precepts of administrative law.
- Apply principles of public personnel management.

Overview

- 12 Credit Hour Graduate Certificate Program
- Courses offered Online or In-residence
- Fall and Spring Fifteen-Week Courses, Summer Ten-Week Courses
- Successful Completion Appears on Texas A&M Transcript
- Can Often Transfer Credits to a Degree-Seeking Master's Program

Course Formats

Online courses offer a flexible and interactive format allowing students to log into their classes at a time that is convenient to them. The online format typically requires online discussion several times a week along with essays and other projects throughout the semester. Weekly deadlines are outlined in the course syllabus. All online courses fall under 700 section numbers.

On-campus courses at College Station are offered during a traditional fifteen-week semester, typically meeting once a week for three hours. Note: On-campus courses often fill up quickly since priority goes to Bush School degree-seeking master's students.

Curriculum

To receive a graduate Certificate in Public Management (PBMG), the student must be admitted into the program prior to beginning course work for the certificate and complete 12 credit hours of PBMG courses with an overall GPA of 3.0 or higher.

Two core curriculum courses are required: **PSAA 623 Budgeting in Public Service** and **PSAA 634 Public Management**. Students also select two electives from the following approved list of elective courses in public management.

Certificate Courses

Please note that each course is not offered every semester, which may affect completion time.

Core Courses *(required)*

- PSAA 623 Budgeting in Public Service
- PSAA 634 Public Management

Electives

- PSAA 602 Tools of Leadership in Public Organizations
- PSAA 604 Emergency Management and Homeland Security
- PSAA 606 Environmental Policy and Management (in-residence only)
- PSAA 608 Cybersecurity Policy, Issues and Operations – A Manager's Guide

- PSAA 616 Managing Workplace Diversity in Public and Nonprofit Organizations
- PSAA 617 U.S. State and Local Government: Institutions and Policy
- PSAA 619 Urban Policy and Management (in-residence only)
- PSAA 625 Urban Sustainability Policies and Management (in-residence only)
- PSAA 626 Contract Management (in-residence only)
- PSAA 630 Program Evaluation in Public and Nonprofit Organizations
- PSAA 636 Grant and Project Management in the Public and Nonprofit Sectors
- PSAA 637 Decision Making in Government and Public Service (in-residence only)
- PSAA 641 Organization Theory for the Public Sector (in-residence only)
- PSAA 642 Ethics and Public Policy (in-residence only)
- PSAA 644 Management and Leadership of Nonprofit Organizations
- PSAA 648 Performance Management in Public and Nonprofit Sectors
- PSAA 661 Human Resources Management in Government and Public Service (in-residence only)

Contact an enrollment advisor for upcoming semester course offerings:
bushschoolonline@tamu.edu or 1-866-988-2874.

Federal Financial Aid Opportunities

Students admitted to the Bush School Certificate in Public Management program are eligible to receive federal financial aid for the two core/required courses and two elective courses. To be eligible for federal financial aid the student must be enrolled in at least two courses in the fall and spring semesters and at least one course in the summer semesters.

Students may take additional courses for their certificate. However, additional courses are not financial aid eligible.

Application Instructions

1. Submit Application

New students complete the [Texas A&M GraduateCAS application](#) and complete all required fields: <https://texasam2024.liaisoncas.com/applicant-ux/#/login>

Current Texas A&M University Students (U4, U5 with a 3.0 GPA or Graduate Classification) concurrently enrolled in a degree-seeking program while pursuing the certificate must complete the Certificate Program Internal Application. Do **NOT** complete the GraduateCAS application. Internal Application: https://tamu.qualtrics.com/jfe/form/SV_9ZWB2J8iNAmWRGR.

2. Personal Statement (*all applicants*)

Applicant must include a statement of approximately 500 words indicating personal interest in some area of public management and how s/he might use an enhanced knowledge of this subject. Applicant must also include any courses taken that dealt with public management.

Applicant should include a description of any life experiences in public management.

Must be uploaded to the online GraduateCAS application in order to submit your application. If you need to update your statement after you have submitted your application, you can email it to the Office of Extended Education by the application deadline at bushschoolonline@tamu.edu

3. Resume (*all applicants*)

Must be uploaded to the online GraduateCAS application in order to submit your application. If you need to update your resume after you have submitted your application, you can email it to the Office of Extended Education by the application deadline at bushschoolonline@tamu.edu

4. Transcripts (Unofficial Transcripts AND Official Transcripts**)**

Unofficial Transcripts: Please upload unofficial transcripts to the online application. Transcripts uploaded to GraduateCAS will be considered unofficial transcripts. If your application is submitted without unofficial transcripts you will be asked to email them to bushschoolonline@tamu.edu. **Applications will not be reviewed without unofficial transcripts.**

Official transcripts from all four-year colleges/universities attended for undergraduate course work must be sent directly from the issuing university to the Office of Graduate Admissions at Texas A&M University:

Graduate Admissions Processing
Texas A&M University
P.O. Box 40001
College Station, TX 77842-4001

Official transcripts for graduate course work and/or from junior colleges are not needed.

Electronic transcripts can be processed much faster than paper transcripts. Texas A&M will accept transcripts sent electronically through Parchment, SPEEDE, eScrip-SAFE or National Clearing House to admissions@tamu.edu. **Transcripts from any other vendor will not be accepted.** Official transcripts should only be sent to Admissions, NOT the Bush School.

International transcripts that are not provided in English will be required to submit a certified translation transcript.

All new students: You will not be able to register for classes until your official transcripts are received by the Office of Graduate Admissions at Texas A&M University.

5. English Proficiency Test Scores

International Applicants are required to provide proof of English proficiency before materials can be reviewed. Acceptable forms of proof can be found at <https://admissions.tamu.edu/international/graduate>

Questions? Contact a Graduate Program Consultant today!

Email: bushschoolonline@tamu.edu

Toll-Free Number: 1-866-988-2874 | Local Number: 1-979-862-7810

Website: <http://bush.tamu.edu/pbmq/>

For more information about completion rates, career options, and other important topics, please visit our websites:

[*Certificate in Advanced International Affairs*](#)

[*Certificate in Homeland Security*](#)

[*Certificate in Nonprofit Management*](#)

[*Certificate in Public Management*](#)

[*Executive Master of Public Service and Administration*](#)