

Certificate Program in Public Budgeting and Financial Management

The Certificate Program in Public Budgeting and Financial Management is offered by the Master of Public Administration program at Penn State Harrisburg. The M.P.A. program is accredited by the National Association of Schools of Public Affairs and Administration.

Who Should Enroll

The program is designed for administrators and other professionals in government and not-for-profit organizations who need to acquire additional knowledge and skills in the following areas:

- Fiscal and governmental aspects of budgeting and financial management
- Development of organizational budgets
- Governmental and not-for-profit accounting

The program is NOT intended for experts in financial analysis.

Certificate Content

The Certificate Program in Public Budgeting and Financial Management consists of the following three courses:

P ADM 502 Governmental Fiscal Decision-Making

This introductory course in the certificate program examines the nature, function, and technique of governmental budgeting viewed as a mechanism for allocating resources among alternative public uses.

P ADM 522 Governmental Financial Management

Theories and techniques of financial planning and control are explored through the use of a budget simulation. In the simulation, students learn methods for developing expenditure and revenue histories, projecting revenues, and developing expenditure requests using data from an actual city.

P ADM 523 Governmental and Not-for-Profit Accounting

This course provides an introduction to governmental and not-for-profit accounting for supervisors and managers who are recipients of accounting data. In this context, the course reviews major accounting, reporting and auditing principles, procedures and reporting mechanisms.

Each of these is a regularly scheduled, 3-credit graduate course in the Master of Public Administration program at Penn State Harrisburg. Participants will register for these courses as nondegree students and will receive the certificate upon successful completion of all three courses.

Admissions Criteria

Individuals who have a baccalaureate degree from an accredited college or university and at least three years of managerial or administrative experience requiring significant work with budgets and other financial activities may enroll in this certificate program.

Location and Times

Certificate courses will be taught at either Penn State Harrisburg or the Penn State Harrisburg Eastgate Center at 1010 North Seventh Street, Harrisburg. We anticipate offering the complete series of certificate courses, one course per semester, in the fall, spring and summer of an academic year.

Certificate Requirements

Participants earn a Certificate in Public Budgeting and Financial Management from Penn State Harrisburg upon completion of the three required courses. All courses must be taken for a letter grade with at least a 3.0 average maintained.

Tuition for the certificate program may be reimbursed by your employer – consult with your Human Resources Office.

Additional Information

About certificate program content:

Kathryn A. Corbin (E-mail: kci1@psu.edu)
School of Public Affairs
Penn State Harrisburg
777 W. Harrisburg Pike
Middletown, PA 17057-4898
Phone: 717-948-6058
Fax: 717-948-6484

To request an application:

School of Public Affairs Certificate Programs
Penn State Harrisburg
777 West Harrisburg Pike
Middletown, PA 17075-4898
Phone: 717-948-6058
Fax: 717-948-6484
E-mail: kci1@psu.edu

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YES! I'm interested in the Certificate Program in Public Budgeting and Financial Management. Please send me an application packet.

Name (please print)

Street Address

City

State

Zip Code

Daytime Phone

E-mail Address

Are you currently taking classes at Penn State? Yes No



CERTIFICATE PROGRAM IN
**PUBLIC BUDGETING
AND FINANCIAL
MANAGEMENT**

9 CREDITS

For administrators and other professionals in:

- *Government*
- *Not-for-profit organizations*

*An outreach service of the
School of Public Affairs*

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9 credits

