

University of Colorado/U.S. Office of Personnel Management Executive Master of Public Administration Program

Policy and Procedures

The Executive Master of Public Administration Program (Executive MPA) is the result of a unique partnership between the University of Colorado's School of Public Affairs (SPA) and the U.S. Office of Personnel Management's (OPM) Management Development Centers: the Western Management Development Center (WMDC) in Aurora, Colorado and the Eastern Management Development Center (EMDC) in Shepherdstown, West Virginia.

The Executive MPA program requires 36 semester hours of credit. Students should begin their program with the "Leadership Assessment Program – Level 2" seminar (2 credit hours) at the WMDC. The other required WMDC course is the "Executive Development Seminar: Leading Change" (4 credit hours), which is best taken when the student nears completion of the program.

Students must then select four courses from among the six core courses offered by SPA (for a total of 12 credit hours). The core courses include:

- Introduction to Public Administration and Public Service (Required Course)
- Organizational Management and Change
- Information and Analytic Methods
- Economics and Public Finance
- The Policy Process and Democracy
- Leadership and Professional Ethics

These courses may be taken on-line, or for students who live in Colorado, they may be taken at one of SPA's sites (Denver or Colorado Springs).

Students also take five elective courses (15 credit hours), which may be selected from the offerings at either the Western Management Development Center or Eastern Western Management Development Center or from SPA. Since students must take at least 18 units of their coursework at SPA, at least one of the five electives must be taken at SPA. The balance of credits can be from the WMDC, or from a combination of WMDC courses and transfer credits from other programs. Note: the maximum transfer credit that students can bring in to the Executive MPA program is 9 credit hours, i.e., if the units are taken at a NASPAA-accredited master's program.

At or very near the end of their program, students participate in an Advanced Seminar (3 credit hours), also referred to as the “capstone.”

Most students take approximately two to two-and-a-half years to complete the degree program.

To summarize, students must take 4 core courses including PAD 5001, the Advanced Seminar capstone, and one elective course at SPA (18 credit hours), plus the two required WMDC courses, the “Leadership Assessment Program – Level 2” seminar and the “Executive Development Seminar” (6 credit hours total). Additional electives may be taken at either SPA or at one of the OPM MDCs such that the total credits meet the 36 semester hour requirement.

Students should complete an “Executive MPA Degree Plan” form as early in the program as possible.

Grading: grades for WMDC courses are such that student’s overall GPA is the same as their GPA in SPA courses.

Tuition Pricing: The WMDC offers a reduced tuition for only Executive MPA students. Tuition may be “full,” i.e., hotel lodging and 3 meals each full day, or a “local” tuition, i.e., lunch only without a hotel stay, for each class offered. For current tuition rates, contact the WMDC point-of-contact below.

Tuition Payment: The best tuition payment method is with a government Visa, American Express or Mastercard credit card, but other payment options include SF182, MIPR, DD1566 (note: these are Federal forms), Purchase Order, or other agency training authorization. You can fax to 304-870-8009. For questions, please call 304-870-8008 or 888-676-9632 (toll-free). E-mail is Register@opm.gov

If you must use a personal check, it should be made out to “School of Public Affairs” and be mailed to: Ms. Phyllis O’Meara, Western Management Development Center, U.S. Office of Personnel Management, 3151 South Vaughn Way, Suite 300, Aurora, CO 80014. It is recommended that you contact Ms. O’Meara in advance about your payment (303-671-1034 or Phyllis.omeara@opm.gov).

Web sites: www.spa.cudenver.edu and www.leadership.opm.gov

Contact Ms. Annie Davies at SPA for academic advising at 303-315 2896 or annie.davies@cudenver.edu. The WMDC point-of-contact is Dr. Bruce Kirschner at bhkirsch@opm.gov or 303-671-1037.