Advanced Certificate in Public Policy ADVISING CHECKLIST

Student Name _____ **ID#** _____

Students enrolled in the Advanced Certificate in Public Policy have the following requirements to complete the certificate. Exceptions or substitutions are sometimes possible by petition and the approval of the Certificate administrator (psgrad@sdsu.edu).

More information can be found in two places: the 2026/2027 University Catalog, and the website for the Advanced Certificate in Public Policy.

A. Required Courses – 6 units

- ☐ POL S 603 - Seminar in Public Policy (3 units)
- ☐ P A 660 Administration and Public Policy Development - (3 units)

B. One research methods elective – 3 units

One research methods course chosen from the following list or an approved substitute:

- P A 604 Methods of Analysis in Public and Urban Affairs (3 units)
- P A 606 Seminar in Quantitative Approaches to Public Administration (3 units) (only for those with an appropriate b/g in algebraic and probability concepts)
- POL S 616 Tools for Quantitative Analysis
- POL S 617 Applied Qualitative Methods

☐ Research methods course: _____

C. Two elective courses – 6 units

Two elective courses chosen from among the following list OR approved substitutes:

- POL S 635 Seminar in the Politics of Public Policy
- POL S 630 Seminar in Politics, ONLY when offered with policy-relevant content (3 units)
- POL S 560 Comparative Citizenship in Policy and Practice
- POL S 796 Internship in Public Policy
- P A 630 Seminar in Public Personnel Administration (3 units)
- P A 642 Seminar in Administrative Theory (3 units)
- P A 650 Seminar in Public Financial Management (3 units)
- P A 501 Nonprofit Organizations and Government (3 units)
- P A 580 Comparative Public Administration, ONLY when offered with policy-relevant content (3 units)
- C J 604 Administration of Criminal Justice (3 units)
- C P 635 Seminar in Housing Policy and Community Development (3 units)
- C P 675 Seminar in Land Use and Environmental Law (3 units)
- SOC 730 Neighborhoods and Institutions (3 units)
- An additional research methods course (listed above) as an elective
- Other elective options are possible with the approval of the certificate administrator

☐ First elective course: _____

☐ Second elective course: _____

Course substitutions approved by certificate administrator (when applicable):

_____

_____

_____

_____

Semester completed: _____

Approved by Certificate Administrator:

_____ _____

Name Date

Notes:

(1) Courses in the certificate program may be applied to a master's degree (if applicable) with approval of the graduate adviser.

(2) Courses that differ from the list of courses in the University Catalog must be approved through a Petition for the Adjustment of Academic Requirements (PAAR) form.

(3) Upon completion of the requirements, student must notify the PolS graduate advisor (psgrad@sdsu.edu), who will submit a Notification of Completion form on their behalf.