

## UNCG Nonprofit Certificate Program Program Requirements Checklist

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**DIRECTIONS:** Use this checklist to help plan when to take courses. Check off the course when complete. Be sure to fill in the year you take the course.

	✓ Semester	Year	Credit Hrs
<b>REQUIRED COURSES (9 hours)</b>			
<b>PSC 540</b> Nonprofit Management & Leadership	Fall		3
<b>PSC 650</b> Philanthropy & Resource Development	Spring		3
<b>PSC 645</b> Nonprofit Financial Management	Spring/Summer		3

<b>CHOOSE 3 (total of 3 hours)</b>			
<b>PSC 511B</b> Marketing For Public & Np Mgt	Summer/Spring		1
<b>PSC 511D</b> Strategic Planning	Fall/Spring		1
<b>PSC 511G</b> Grantwriting	Spring/Fall/Summer		1
<b>PSC 511N</b> Nonprofit Law	Fall		1
<b>PSC 511V</b> Volunteer Management	Summer		1

<b>ELECTIVES (total of 3 hours. Can include 2 hrs from above list.)</b>			
<b>PSC 511A</b> Oral Communication Skills	Fall		1
<b>PSC 511C</b> Computer Skills	Fall		1
<b>PSC 511E</b> Legislative Relations	Summer		1
<b>PSC 511M</b> Media Relations	Summer		1
<b>PSC 511R</b> Diversity & Culture	Fall		1
<b>PSC 511S</b> Social Entrepreneurship	Fall		1
<b>PSC 520</b> Urban Political Systems	Fall		3
<b>PSC 604</b> Public Personnel Mgt.	Fall		3
<b>PSC 615</b> Human Resource & Perf. Mgt	Summer		3

### Portfolio Required

(To be completed final semester. See Handbook.)

\_\_\_\_\_

**Total core hours:** \_\_\_\_\_

**Elective hours:** \_\_\_\_\_

**TOTAL REQUIRED:** \_\_\_\_\_

FALL	SPRING	SUMMER	FALL	SPRING	SUMMER	FALL

**Student Signature:** \_\_\_\_\_