

**Master of Science in Public Policy and Management  
 Accelerated Master’s Program**

<b>Eligibility</b>	
Academic requirement	<ul style="list-style-type: none"> <li>• Chatham undergraduate students from ANY major</li> <li>• Strong academic background</li> <li>• Most undergraduate requirements completed</li> </ul>
Apply Junior Year	To be eligible for the AMP Program, candidates must apply their junior year and will enroll their senior year.

<b>Standard Application Materials</b>		
1.	Application Deadline	January 10 <sup>th</sup> , 11:55pm
2.	Application	Apply online: <a href="https://app.applyyourself.com/?id=cmu-spp">https://app.applyyourself.com/?id=cmu-spp</a>
3.	2 Letters of Recommendation	At least one (1) of your recommenders should be from Chatham faculty and one (1) should know you in a professional setting (full-time employment, internship, part-time employment, research, non-academic extracurricular activity, etc.) You may opt to have up to three (3) recommendations submitted in support of your application.
4.	Official Transcript(s)	Your official Chatham transcript (after Fall grades are posted) If applicable, official transcript from all colleges or universities attended, regardless of whether credit or degree was obtained.
5.	Statement of Purpose	An essay describing your interest in this field and how your experience and proposed study will help you reach your career goals
6.	Resume	A current resume with your education information, work experience (including internships and hourly positions) and extracurricular information
7.	GRE/GMAT	Either the GRE or GMAT exam is required of all AMP applicants
<b>Additional AMP Application Requirements</b>		
8.	Signed AMP Form	Completed <b>Undergraduate Course Requirements form (AMP form)</b> with advisor’s signature
9.	Required Interview	<b>Interviews are required.</b> You must Contact the Admissions Office to schedule your interview. Schedule as soon as possible. 412.268.2164 or <a href="mailto:lnzadmit@andrew.cmu.edu">lnzadmit@andrew.cmu.edu</a>
10.	Bachelor’s Degree Requirement	The completed bachelor’s degree requirement is waived for AMP applicants

<b>MSPPM Degree Requirements</b>	
Units required	198 units are required to complete the MSPPM program
Undergrad units toward the MSPPM degree	Up to 48 units of undergraduate classes completed while enrolled in the MSPPM program may be transferred and counted toward the required 198 units. Courses should be upper division and relevant to the content of the MSPPM degree. A <b>grade of B or better</b> must be earned in order to count the units toward the MSPPM degree.
Units remaining	At least 150 MSPPM units of coursework would remain to be completed
	Some MSPPM courses may fulfill undergraduate requirements. You should discuss this with your undergraduate advisor.
Prerequisite Coursework	Prerequisite coursework in advanced algebra and/or statistics must be successfully completed prior to enrolling in the program. Prerequisite course grades should be a “B” or higher. Students who do not meet these prerequisite will be required to complete the Quantitative Skills Summer Program (QSSP) the summer before your senior year, prior to enrolling in the MSPPM program
Internship	Successful completion of an approved summer internship between year 1 and 2

<b>Financial Aid Information</b>	
Financial aid for your senior year (first year at Heinz) will continue as it has in prior years	
Undergraduate students do not qualify for Heinz MSPPM financial aid	
Students <u>will</u> qualify for aid in the final two semesters of the MSPPM- AMP (after having <b>completed</b> a Bachelor’s degree)	

### Sample Schedule

\* Some MSPPM courses may fulfill undergraduate requirements. You should discuss this with your undergraduate advisor.

Fall – Senior Year	Units	Spring – Senior Year	Units
Remaining undergrad course requirements	varies	Remaining undergrad requirements	varies
<b>Relevant Undergrad Coursework counted toward the MSPPM degree*</b>	<b>Up to 24</b>	<b>Relevant Undergrad Coursework counted toward the MSPPM degree*</b>	<b>Up to 24</b>
Statistics	12	Management Science I, II	12
Economic Analysis	12	Financial Statements & Analysis for Companies	6
		Strategic Presentation Skills	6
<b>Total Heinz Units</b>	<b>48</b>	<b>Total Heinz Units</b>	<b>48</b>

#### Summer between Senior and Fifth Year: Internship (required)

Fall - Fifth Year	Units	Spring - Fifth Year	Units
Database Management Systems	6	IT Requirement	6
Additional Policy	12	Systems Synthesis Course	12
Writing for Public Policy	6	Advanced Methods	12
Org. Design and Implementation	6	Policy and Politics	12
Additional Management	6	Electives	18
Electives	18		
<b>Total Units</b>	<b>54</b>	<b>Total Units</b>	<b>60</b>

#### Benefits

- You will complete two semesters of coursework as an integrated undergraduate-graduate student before graduating with a Bachelor's degree in May
- You will be able to complete an internship in the summer following your senior year
- Completing your internship prior to starting the final two semesters will allow you to have more work experience to discuss with recruiters visiting campus during the fall semester
- You will be eligible for MSPPM financial aid in the final two semesters of the program (after having **completed** a Bachelor's degree)
- You may be able to exempt certain Heinz courses with units earned in undergraduate coursework which would give you more flexibility in course selection. The undergraduate courses that qualify you to exempt a Heinz course are reviewed each academic year.

#### Contact Information:

David Eber ([deber@andrew.cmu.edu](mailto:deber@andrew.cmu.edu))  
 Director of Admissions and Financial Aid  
 Hamburg Hall, Room 1101

Gladys Perez Sriprasert ([gladysp@andrew.cmu.edu](mailto:gladysp@andrew.cmu.edu))  
 Director of MSPPM Program  
 Hamburg Hall, Room 1115

Admissions Office – **To Schedule Interviews:**

Please call (412) 268 – 2164 or email:

[hznadmit@andrew.cmu.edu](mailto:hznadmit@andrew.cmu.edu)

**Accelerated Master’s Program (AMP) Undergraduate Course Requirements Form**

**This form is required as part of the Application for admission.**

**\*\*\* Once completed by you and your advisor – UPLOAD to your online Application for Admission\*\*\***

All students applying to the AMP must complete this form (with their advisor’s signature), listing their undergraduate degree requirements (specific courses that are required, electives AND any other units required to complete their bachelor’s degree) that will be remaining prior to enrolling at Heinz College (at the start of the fall semester of their senior year).

Chatham University undergraduate students must be able to enroll in a 24 units of Heinz College courses each semester of their senior year to complete a total of 48 units of Heinz coursework. (Students are can only cross register for 24 units of Heinz courses per semester) In addition, Chatham students are eligible to apply for admission to the Heinz College Accelerated Masters Programs (AMP) only if the student will be able to complete their undergraduate degree requirements by the end of the spring semester of their senior year.

Student Name: \_\_\_\_\_

Student Undergraduate Major: \_\_\_\_\_

# of credits required to complete bachelor’s degree= \_\_\_\_\_

# of credits remaining (at the start of senior year) to graduate= \_\_\_\_\_

Please legibly list the remaining required courses you need to take in order to complete your undergraduate degree, what semester you plan to take them during your senior year, and how many units/credits you will earn for each course:

**Required Courses to be completed in Senior Year**

Course #	Course Title	Semester	# of Credits

Advisor Name: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\* Once completed by you and your advisor – UPLOAD to your online Application for Admission\*\*\***