

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

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

Standard Application Materials		
1.	Application Deadline	January 10 th , 11:55pm
2.	Application	Apply online: https://apply.heinz.cmu.edu/apply/
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 must be delivered to the Heinz College. If applicable, an unofficial transcript from all other colleges/ universities attended, regardless of whether a degree was obtained, should be uploaded to the online application system.
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	For the 2023 admission cycle, submission of GRE/GMAT test results will be optional.
8.	Signed AMP Form	Completed Undergraduate Course Requirements form (AMP form) with advisor’s signature
9.	Required Interview	Interviews are required. You must Contact the Admissions Office by phone to schedule your interview. Schedule as soon as possible. (Please plan to have your interview completed <i>before winter break</i> – schedule ahead!) Call 412.268.2164
Chatham AMP Specific Admission Policies		
10.	Bachelor’s Degree	The completed bachelor’s degree requirement is waived for AMP applicants

MSPPM Degree Requirements	
Units required	192 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 192 units. Courses must be upper-level division (courses xx-300 or above) and relevant to the content of the MSPPM degree. A grade of B or better must be earned to count the units toward the MSPPM degree.
Units remaining	At least 144 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 college algebra and 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 prerequisites may 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

Financial Aid Information	
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 completed a Bachelor’s degree)	
Financial Aid contact: David Eber, deber@andrew.cmu.edu	

Sample Schedule

- * Relevant Undergrad Coursework can be counted toward the MSPPM degree. You should discuss this with the MSPPM program office.
 **Some MSPPM coursework 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
Relevant Undergrad Coursework counted toward the MSPPM degree*	Up to 24	Relevant Undergrad Coursework counted toward the MSPPM degree*	Up to 24
90-711 Statistics	12	90-722 Management Science I & 90-760 Management Science II	12
90-710 Economic Analysis	12	90-714 Policy and Politics-American Institutions or 90-713 International Perspective	12
Total Heinz Units**	48	Total Heinz Units**	48

Summer between Senior and Fifth Year: Internship (required)

Fall - Fifth Year	Units	Spring - Fifth Year	Units
90-728 Database Management Systems	6	Systems Synthesis Course	12
90-717 Writing for Public Policy	6	Financial Statements & Analysis for Companies	6
90-718 Strategic Presentation Skills	6	Advanced Methods	12
94-800 Org. Design and Implementation	6	Advanced Management	6
Advanced Policy	12	Additional IT	6
Electives	12	Electives	6
Total Units	48	Total Units	48

Benefits

- You will complete two semesters of coursework as an integrated undergraduate-graduate student before graduating with a Bachelor's degree in May
- You must 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:

Carrie Rote (crote@andrew.cmu.edu)
 Associate Director of Admissions
 Hamburg Hall, Room 1101

Gladys Perez Sriprasert (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

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 must take courses for credit through the **Pittsburgh Council on Higher Education (PCHE)**. 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 *****