# M.S. in Nonprofit Administration – Course Rotations

There are 3 semesters in a year: Fall, Spring, and Summer. Each semester has 2 sessions called AP1 and AP2. AP1 is offered during the first 7 weeks of the semester and AP2 is offered during the second 7 weeks of the semester. You will also see courses listed as 1C or 1D. These are not for MSNPA students. You must register for AP courses. This chart shows which courses are offered during which sessions.

## Abbreviation Key

NPA = Nonprofit Administration
DPPA = Disaster Preparedness

## Fall AP 1

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Fall AP 1 | NPA 708 | Core |
|  | NPA 710 | Core |
|  | NPA 762 | Core |
|  | NPA 780 (Administration) | Track |
|  | NPA 763 (Development) | Track |
|  | NPA 630 (Faith-Based Org Admin) | Track |
|  | DPPA 601 (Disaster Preparation) | Track |

## Fall AP 2

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Fall AP 2 | NPA 702 | Core |
|  | NPA 703 | Core |
|  | NPA 735 | Core |
|  | NPA 798 (Administration) | Track |
|  | NPA 764 (Development) | Track |
|  | NPA 640 (Faith-Based Org Admin) | Track |
|  | DPPA 620 (Disaster Preparation) | Track |

## Spring AP 1

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Spring AP 1 | NPA 706 | Core |
|  | NPA 734 | Core |
|  | NPA 708 | Core |
|  | NPA 630 (Faith-Based Org Admin) | Track |
|  | DPPA 601 (Disaster Preparation) | Track |

## Spring AP 2

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Spring AP 2 | NPA 710 | Core |
|  | NPA 761 | Core |
|  | NPA 762 | Core |
|  | NPA 780 (Administration) | Track |
|  | NPA 763 (Development) | Track |
|  | NPA 640 (Faith-Based Org Admin) | Track |
|  | DPPA 620 (Disaster Preparation) | Track |

## Summer AP 1

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Summer AP 1 | NPA 735 | Core |
|  | NPA 703 | Core |
|  | NPA 798 (Administration) | Track |
|  | NPA 764 (Development) | Track |
|  | NPA 630 (Faith-Based Org Admin) | Track |
|  | DPPA 601 (Disaster Preparation) | Track |

## Summer AP 2

|  |  |  |
| --- | --- | --- |
| **Term** | **Course** | **Core or Track** |
| Summer AP 2 | NPA 702 | Core |
|  | NPA 706 | Core |
|  | NPA 734 | Core |
|  | NPA 761 | Core |
|  | NPA 640 (Faith-Based Org Admin) | Track |
|  | DPPA 620 (Disaster Preparation) | Track |

M.S. in Nonprofit Administration – TracksStudents take all 9 Core Courses (27 hours) and choose 2 Track Courses from one concentrated area (6 hours). These track courses may not be combined or mixed. For example, students may not take NPA 780 from the Admin Track and DPPA 620 from the Disaster Prep Track. Students must choose one track and take those 2 courses.

|  |  |  |  |
| --- | --- | --- | --- |
| Administration Track (concentration) | Development Track (concentration) | Disaster Preparedness (concentration) | Faith-Based Organizations Administration(concentration) |
| NPA 780 & 798 | NPA 763 & 764 | DPPA 601 & 620 | NPA 630 & 640 |

**Administration Track**-Focus on the management of nonprofit organizations, including organizational design, behavior, structure, and process. You will study collaborative partnerships between nonprofits and boards of directors, volunteer leadership, and staff. NPA 780 & NPA 798

**Development Track**-Focus on marketing and promoting donations, volunteer development, and donor stewardship. You will gain in-depth knowledge of organizational behavior and management, strategies of donor giving, trends in fundraising methods, and best practices in leadership and stewardship. NPA 763 & NPA 764

**Disaster Preparedness Track**-Focus on management of critical and crisis situations in primarily emergency relief organizations. You will examine the role of these nonprofits in disaster planning, response, and recovery, with particular attention to coordination with government agencies and stakeholders. DPPA 601 and DPPA 620

**Faith-Based Organizations Administration**-Focus on leadership and management of faith-based nonprofits. You will examine governance structures, the societal impact of faith-based organizations, and develop inclusive, interfaith leadership strategies to strengthen their role in diverse communities. NPA 630 & NPA 640

# M.S. in Nonprofit Administration – Courses & Descriptions

**NPA 630: Understanding and Management Faith-Based Organizations
This course examines the missions, governance, and societal influence of faith-based organizations (FBOs) using advanced theory, interdisciplinary scholarship, and detailed case studies. Students explore how FBOs form, collaborate, and adapt within complex social and political contexts, applying insights through readings, multimedia analysis, and research projects.**

**NPA 640: Directed Project in Faith-Based Organizations
This course offers students a hands-on opportunity to work with a faith-based organization (FBO) on a strategic project using the Leap Ambassadors Community’s Performance Practice framework. Students explore how faith traditions shape governance and operations while developing inclusive, neutral approaches. The course concludes with a read-to-implement project plan.**

**NPA 702: Development of Philanthropy and Nonprofit Organizations**
A foundation course examining the origins and societal role of private nonprofit organizations including their social, political, economic, cultural, and ideological importance in American society.

**NPA 703: Administrative Law and Human Services Organizations**
A survey of legal concepts which affect the administration of human services from constitutional, statutory and common or case law. Particular emphasis will be given to such topics as: organization, authority and procedures of administrative agencies; judicial review of administrative decisions; tort liability; civil rights and legislation; client rights and privacy, contracts, employee relations and due process.

**NPA 706: Nonprofit Administration Research Methods**
An exploration of research techniques and procedures most applicable to human services organizations with special emphasis on program evaluation and grant writing.

**NPA 708: Nonprofit Organization Administration Theory and Research**
This course explores theories and research related to the administration of nonprofit organizations. Students will spend time solving case studies on a range of topics such as mission statements, structural analysis, and human resource management among others.

**NPA: 710: Nonprofit Human Resource Administration**Current issues in human resource administration for employees of nonprofit organizations. Topics include such areas as recruitment, staff development, performance, evaluation, labor-management issues, and affirmative action.

**NPA 734: Nonprofit Governance and Decision Making**
Analysis of the respective roles of board, executive director, staff and volunteers in nonprofit organizations. Techniques for achieving effective board meetings and committee work, the development of board members, and policy development.

**NPA 735: Nonprofit Marketing & Strategic Communications**This course explores the principles and practices of marketing and strategic communication within the nonprofit sector. Key topics include branding, audience engagement, message development, media relations, and the use of digital and traditional marketing tools to achieve organizational goals. Students will analyze case studies and create comprehensive marketing and communication plans tailored to the unique challenges and opportunities faced by nonprofit organizations.

**NPA 761: Nonprofit Financial Administration**
The conceptual and technical skills needed to manage financial and strategic control problems facing human service administrators. Topics to be addressed include financial planning and strategy, financial reports, types and sources of funding, cash management, banking relations, liabilities, investment policies and procedures, safeguarding assets, and financial policies

**NPA: 762: Nonprofit Resource Development**
An exploration of the theory, research, and best practice techniques on resource development for nonprofit organizations. Topics to be addressed include management of fund development, ethics and governance issues, environment and institutional readiness, annual giving programs, major gifts, audiences and environments, and support ingredients for successful funding raising.

**NPA 763: Seminar in Planned Giving**
An exploration of aspects of planned giving. Major topics explored are types of planned giving, deferred gifts, a profile of planned givers, the motivations for planned giving, planners and their roles, the giver and charitable institution connection, estate planning and planned giving, acknowledgments and recognition, the role of charitable boards, the role of chief executives, and the role of the planned giving professional.

**NPA 764: Seminar in Development**
An exploration of selected topics on fundraising which draws upon the research and theory of physiology, organizational behavior, and management. Topics to be explored include: why people give, organizational strategies to maximize giving, shaping roles for giving within an organization, strategic organizations of various size, and future directions.

**NPA 780: Structure and Process in Nonprofit Administration**
The capstone of the human services administration program, this course examines organizational behavior, structure, processes, and change as influenced by the practice of management. Implications of organizational design are explored. Applications are made to nonprofit organizations

**NPA 798: Nonprofit Directed Project**
This course provides a practical project platform to train students to properly conduct and understand research in the context of nonprofit leadership.

**DPPA 601: Disaster Preparedness Administration**
An exploration of the theory, research, government policy, and guidelines preparing for, responding to, recovering from, and mitigating natural or terrorist-initiated events. Particular attention will be devoted to analysis of differences between similar type disasters at various times in history, with student projects based on original research leading to a critique of the response to, recover from, and mitigation of the disaster and operational suggestions for the future.

**DPPA 620: Local, State, and National Disaster Response**
An exploration of the different expectations for disaster administration at the local, state, and national levels, focusing on how these have changed over time, as well as on the complexity of policy issues impinging on preparedness initiatives. Students will conduct original research projects that synthesize literature and propose more effective coordination and response.

### **M.S.** **in Nonprofit Administration – Accelerated, One-year Schedules\*Administration Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

### **Fall AP1 Start Date**Fall AP1: NPA 708 & NPA 762Fall AP2: NPA 702 & NPA 703Spring AP1: NPA 706 & NPA 734Spring AP2: NPA 710 & NPA 780 Admin TrackSummer AP1: NPA 735 & NPA 798 Admin TrackSummer AP2: NPA 761

## Fall AP2 Start Date

Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 798 Admin Track
Summer AP2: NPA 761
Fall AP1: NPA 708 & NPA 780 Admin Track

## Spring AP1 Start Date

Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 702
Fall AP1: NPA 708 & NPA 780 Admin Track
Fall AP2: NPA 798 Admin Track

## Spring AP2 Start Date

Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & NPA 780 Admin Track
Fall AP2: NPA 702 & NPA 798 Admin Track
Spring AP1: NPA 734

## Summer AP1 Start Date

Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 702
Fall AP1: NPA 708 & NPA 762
Fall AP2: NPA 798 Admin Track
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 780 Admin Track

## Summer AP2 Start Date

Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & NPA 762
Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 734
Spring AP2: NPA 710 & NPA 780 Admin Track
Summer AP1: NPA 735 & NPA 798 Admin Track

### **M.S. in Nonprofit Administration – Accelerated, One-year Schedules\*Development Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

### **Fall AP1 Start Date**Fall AP1: NPA 708 & NPA 762Fall AP2: NPA 702 & NPA 703Spring AP1: NPA 706 & NPA 734Spring AP2: NPA 710 & NPA 763 Dvlpmt TrackSummer AP1: NPA 735 & NPA 764 Dvlpmt TrackSummer AP2: NPA 761

## Fall AP2 Start Date

Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 764 Dvlpmt Track
Summer AP2: NPA 761
Fall AP1: NPA 708 & NPA 763 Dvlpmt Track

## Spring AP1 Start Date

Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 702
Fall AP1: NPA 708 & NPA 763 Dvlpmt Track
Fall AP2: NPA 764 Dvlpmt Track

## Spring AP2 Start Date

Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & NPA 763 Dvlpmt Track
Fall AP2: NPA 702 & NPA 764 Admin Track
Spring AP1: NPA 734

## Summer AP1 Start Date

Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 702
Fall AP1: NPA 708 & NPA 762
Fall AP2: NPA 764 Dvlpmt Track
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 763 Dvlpmt Track

## Summer AP2 Start Date

Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & NPA 762
Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 734
Spring AP2: NPA 710 & NPA 763 Dvlpmt Track
Summer AP1: NPA 735 & NPA 764 Dvlpmt Track

### **M.S. in Nonprofit Administration – Accelerated, One-year Schedules\*Disaster Preparedness (DP) Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

### **Fall AP1 Start Date**Fall AP1: NPA 708 & NPA 762Fall AP2: NPA 702 & NPA 703Spring AP1: NPA 706 & NPA 734Spring AP2: NPA 710 & NPA 761Summer AP1: NPA 735 & DPPA 601 DP TrackSummer AP2: DPPA 620 DP Track

## Fall AP2 Start Date

Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & DPPA 601 DP Track
Summer AP2: NPA 761 & DPPA 620 DP Track
Fall AP1: NPA 708

## Spring AP1 Start Date

Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 702 & NPA 761
Fall AP1: NPA 708 & DPPA 601 DP Track
Fall AP2: DPPA 620 DP Track

## Spring AP2 Start Date

Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & DPPA 601 DP Track
Fall AP2: NPA 702 & DPPA 620 DP Track
Spring AP1: NPA 734

## Summer AP1 Start Date

Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 706 & NPA 734
Fall AP1: NPA 710 & NPA 762
Fall AP2: NPA 702
Spring AP1: NPA 708 & DPPA 601 DP Track
Spring AP2: NPA 761 & DPPA 620 DP Track

## Summer AP2 Start Date

Summer AP2: NPA 706 & NPA 734
Fall AP1: NPA 710 & NPA 762
Fall AP2: NPA 702 & NPA 735
Spring AP1: NPA 708 & DPPA 601 DP Track
Spring AP2: NPA 761 & DPPA 620 DP Track
Summer AP1: NPA 703

### **M.S. in Nonprofit Administration – Accelerated, One-year Schedules\*Faith-Based Organizations Administration (FBO) Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

### **Fall AP1 Start Date**Fall AP1: NPA 708 & NPA 762Fall AP2: NPA 702 & NPA 703Spring AP1: NPA 706 & NPA 734Spring AP2: NPA 710 & NPA 761Summer AP1: NPA 735 & NPA 630 FBO TrackSummer AP2: NPA 640 FBO Track

## Fall AP2 Start Date

Fall AP2: NPA 702 & NPA 703
Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 630 FBO Track
Summer AP2: NPA 761 & NPA 640 FBO Track
Fall AP1: NPA 708

## Spring AP1 Start Date

Spring AP1: NPA 706 & NPA 734
Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 702 & NPA 761
Fall AP1: NPA 708 & NPA 630 FBO Track
Fall AP2: NPA 640 FBO Track

## Spring AP2 Start Date

Spring AP2: NPA 710 & NPA 762
Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 761 & NPA 706
Fall AP1: NPA 708 & NPA 630 FBO Track
Fall AP2: NPA 702 & NPA 640 FBO Track
Spring AP1: NPA 734

## Summer AP1 Start Date

Summer AP1: NPA 735 & NPA 703
Summer AP2: NPA 706 & NPA 734
Fall AP1: NPA 710 & NPA 762
Fall AP2: NPA 702
Spring AP1: NPA 708 & NPA 630 FBO Track
Spring AP2: NPA 761 & NPA 640 FBO Track

## Summer AP2 Start Date

Summer AP2: NPA 706 & NPA 734
Fall AP1: NPA 710 & NPA 762
Fall AP2: NPA 702 & NPA 735
Spring AP1: NPA 708 & NPA 630 FBO Track
Spring AP2: NPA 761 & NPA 640 FBO Track
Summer AP1: NPA 703

### **M.S. in Nonprofit Administration – Two-year Schedules\*Administration Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

## Fall AP1 Start Date

Fall AP1: NPA 708
Fall AP2: NPA 702
Spring AP1: NPA 706
Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 761
Fall AP1: NPA 762
Fall AP2: NPA 703
Spring AP1: NPA 734
Spring AP2: NPA 780 Admin Track
Summer AP1: NPA 798 Admin Track

## Fall AP2 Start Date

Fall AP2: NPA 702
Spring AP1: NPA 706
Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 734
Fall AP1: NPA 710
Fall AP2: NPA 703
Spring AP1: NPA 708
Spring AP2: NPA 780 Admin Track
Summer AP1: NPA 798 Admin Track
Summer AP2: NPA 761

## Spring AP1 Start Date

Spring AP1: NPA 706
Spring AP2: NPA 761
Summer AP1: NPA 735
Summer AP2: NPA 702
Fall AP1: NPA 710
Fall AP2: NPA 703
Spring AP1: NPA 708
Spring AP2: NPA 762
Summer AP1: NPA 798 Admin Track
Summer AP2: NPA 734
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## Spring AP2 Start Date

Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 761
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Spring AP1: NPA 706
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Fall AP1: NPA 780 Admin Track
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## Summer AP1 Start Date

Summer AP1: NPA 735
Summer AP2: NPA 761
Fall AP1: NPA 710
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Spring AP1: NPA 706
Spring AP2: NPA 762
Summer AP1: NPA 703
Summer AP2: NPA 734
Fall AP1: NPA 780 Admin Track
Fall AP2: NPA 798 Admin Track
Spring AP1: NPA 708

## Summer AP2 Start Date

Summer AP2: NPA 702
Fall AP1: NPA 708
Fall AP2: NPA 703
Spring AP1: NPA 706
Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 761
Fall AP1: NPA 762
Fall AP2: NPA 798 Admin Track
Spring AP1: NPA 734
Spring AP2: NPA 780 Admin Track

### **M.S. in Nonprofit Administration – Two-year Schedules\*Development (DP) Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

## Fall AP1 Start Date

Fall AP1: NPA 708
Fall AP2: NPA 702
Spring AP1: NPA 706
Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 761
Fall AP1: NPA 762
Fall AP2: NPA 703
Spring AP1: NPA 734
Spring AP2: NPA 763 Dvlpmt Track
Summer AP1: NPA 764 Dvlpmt Track

## Fall AP2 Start Date

Fall AP2: NPA 702
Spring AP1: NPA 706
Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 734
Fall AP1: NPA 710
Fall AP2: NPA 703
Spring AP1: NPA 708
Spring AP2: NPA 763 Dvlpmt Track
Summer AP1: NPA 764 Dvlpmt Track
Summer AP2: NPA 761

## Spring AP1 Start Date

Spring AP1: NPA 706
Spring AP2: NPA 761
Summer AP1: NPA 735
Summer AP2: NPA 702
Fall AP1: NPA 710
Fall AP2: NPA 703
Spring AP1: NPA 708
Spring AP2: NPA 762
Summer AP1: NPA 764 Dvlpmt Track
Summer AP2: NPA 734
Fall AP1: NPA 764 Dvlpmt Track

## Spring AP2 Start Date

Spring AP2: NPA 710
Summer AP1: NPA 735
Summer AP2: NPA 761
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Spring AP2: NPA 762
Summer AP1: NPA 703
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## Summer AP1 Start Date

Summer AP1: NPA 735
Summer AP2: NPA 761
Fall AP1: NPA 710
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Spring AP1: NPA 706
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Spring AP1: NPA 708

## Summer AP2 Start Date

Summer AP2: NPA 702
Fall AP1: NPA 708
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Spring AP1: NPA 734
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### **M.S. in Nonprofit Administration – Two-year Schedules\*Disaster Preparedness (DP) Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

## Fall AP1 Start Date

Fall AP1: NPA 710
Fall AP2: NPA 702
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## Summer AP1 Start Date

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## Summer AP2 Start Date

Summer AP2: NPA 706
Fall AP1: NPA 762
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Summer AP1: NPA 703
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Spring AP1: DPPA 601 DP Track
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### **M.S. in Nonprofit Administration – Two-year Schedules\*Faith-Based Organizations Administration (FBO) Track**\*Schedules should be strictly followed. Missing a course may result in delayed graduation.

## Fall AP1 Start Date

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## Summer AP2 Start Date

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