

## *Frequently Asked Questions About Valdosta State University's MPA Online Degree Program*



### What are the requirements I must meet to be admitted?

General requirements for admission are:

- A bachelor's degree from an accredited college or university
- A satisfactory score on EITHER the Graduate Admissions Test (GMAT) or the Graduate Record Examination (GRE) or the Miller Analogy Test (MAT)
- An acceptable cumulative undergraduate grade point average
- Submission of a resume
- Submission of a career goal statement
- Three letters of recommendation

Additionally, Candidates must be currently employed in a governmental (including military) or not-for-profit agency, or have a minimum of two years experience in such an agency. Candidates with private-sector experience who are interested in a career in public management may be considered.

### How do I apply?

Prospective applicants will complete the same application for admission to Valdosta State University graduate school that all other students must submit. The application may be downloaded from the Internet or obtained directly from the graduate school. Contact the graduate school by e-mail at [gradschool@valdosta.edu](mailto:gradschool@valdosta.edu) or by phoning toll-free at 1-800-618-1878, locally - 333-5694, or by writing to the Graduate School, Valdosta State University, Valdosta, GA 31698. Students may also request an application by e-mail from the program Coordinator at [nargyle@valdosta.edu](mailto:nargyle@valdosta.edu) or by calling the MPA office at 229-293-6058.

### Once accepted, how will I register?

Students will be given further instructions once they have been admitted into the program. Options are available for registering on-line or by telephone. Course schedules and information about classes for the next semester may be obtained by going to [www.valdosta.edu/mpa/students/](http://www.valdosta.edu/mpa/students/) and following the links.

### How Do I Obtain Texts and Other Materials?

Texts and other required materials may be ordered online with a credit card by accessing the Valdosta State University homepage ([www.valdosta.edu](http://www.valdosta.edu)). Go to the pull-down window, click on "Bookstore" and follow the instructions. Text information for the upcoming semester is available at [www.valdosta.edu/mpa/students/](http://www.valdosta.edu/mpa/students/) by clicking on "Information for [relevant semester] Online Students."

### What is the cost for enrolling in the online program?

Tuition costs for the program are the same for other graduate instruction at VSU; current tuition costs may be obtained by accessing the VSU Graduate Catalog online. All students will pay in-state tuition regardless of residency (the Board of Regents has allowed us to waive out-of-state tuition for online programs). Students **will not** be required to pay activity, health, or athletic fees. Students will be charged a technology access fee regardless of the number of semester hour taken (see the current *Graduate Catalog* available online for the current technology fee).

### How many courses can I take each term?

Students may take from three to nine semester hours per semester. The normal full-time student load will be nine semester hours per semester.

How long will it take to complete my degree?

Students who enroll in the program at the rate of nine semester hours per semester and successfully meet course requirements will be able to complete the requirements in four consecutive semesters. Students will be allowed to enroll at the beginning of any semester.

Will Valdosta State University limit the number of students that may enroll?

No. We restrict class size to about 25 students, but will run multiple sections when appropriate.

What are the computer requirements to complete this course?

Computer/Internet Access-

The program requires students to have access to a computer capable of downloading course materials, including streaming video.

Software-

A recent version of Microsoft Office© is required. Students will need this for PADM 7110, Information Management. The full professional version may be purchased from Valdosta State University with an educational discount. This is a better price than students can usually obtain elsewhere, and is reasonable, given that it is spread over twelve courses. Corel and other software systems may be excellent systems, but they cannot be used in this program. Students are also expected to have Adobe Acrobat© Reader. This may be downloaded at no expense.

Computer skills-

Basic word processing skills are required. Ability to use the Internet is a must.

What courses will be offered during any given semester?

All required courses in the program are offered on a four-semester cycle. PADM 7300 (Foundation Seminar, required for all students during their first semester) and PADM 7900/7210 (exit requirement, taken during the student's final semester) are offered each semester. Course schedules may be found on our webpage shown above.

I'm not sure if I can handle 3 courses, 9 semester hours. How much time should I expect to spend on each course?

This will vary from student to student and from course to course. The amount of time per course should not exceed that required in our more traditional courses, however. Students taking three courses and working full-time find themselves pushed, but most also find it manageable. If you are concerned about this, you may want to start part-time.

Will I have regular class meeting times on the "web"?

There will be a regular schedule that must be met in terms of material completed by a given date, etc., but there will not be a specific time you must be online. Some professors may request that you join a chat room at a given time, if you can do so.

Will I submit all of my assignments electronically?

This will normally be the case. There may be infrequent occasions when you will need to submit something in hard copy or on CD via snail-mail.

Will I have an advisor?

Yes, each student will be assigned an advisor who will monitor her/his progress in the program. Advising will be conducted using e-mail.

Will I have access to the library "on-line"?

GALILEO, Georgia's cutting edge Internet library access will be available to all students. GALILEO gives each student access to thousands of journals online, as well as the holdings of every unit in the University System of Georgia. Go to the VSU homepage, click on "library," and you may learn how to access GALILEO. In addition to journals and articles available on-line, students may request articles through VSU's Odum Library. Articles will be either faxed or mailed

What if I have computer problems during the semester?

VSU's instructional technology personnel are available to assist you with any problems.

Is financial aid available for this program?

Yes. You may obtain information on financial aid by going to the VSU homepage ([www.valdosta.edu](http://www.valdosta.edu)) and following the links to the Financial Aid Office.

Additional Information-

You may obtain additional information by contacting the MPA Coordinator, Dr. Nolan J. Argyle.

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