

Certificate in Public Administration and Governance

ryerson.ca/ce/publicadmin

This certificate program may be completed entirely at a distance.

The certificate will provide an introduction to public administration, including the organization, structure, decision processes and operation of the public sector. It will develop an awareness of the political forces that shape public administration and policy, and it will provide an introduction to the levels of government.

Why study with The G. Raymond Chang School of Continuing Education?

Ryerson University's Chang School is Canada's leading provider of university-based continuing education for adults, with annual enrolments exceeding 70,000. We are leaders in flexible learning options, offering more than 1,100 professionally relevant courses to individuals and organizations. Experienced and in-touch, our instructors share up-to-date knowledge with you in order to help you achieve success.

Who should enrol in the Certificate in Public Administration and Governance?

The Certificate in Public Administration and Governance is designed for working public sector employees, students aspiring to careers in the public service, and those interested in gaining knowledge about public administration and public policy in Canada.

Program Design

This certificate will provide students with the following:

- an introduction to Public Administration, including the organization, structure, decision processes, and operations of the public sector;
- an awareness of the political forces that shape public administration and policy;
- an introduction to the levels of government.

Admission Requirements

It is recommended that applicants have the following: OSSD with six Grade 12 U or M credits (including English) with a minimum of 60 percent, or mature

student status. Grade 13 subjects/OSSHGD may be combined/substituted with OACs/OSSD. Students who present credits from the OSSHGD (Grade 13 stream) or in combination with credits from the OSSD (OAC stream) should ensure that the credits satisfy the requirements.

Certificate Requirements

The successful completion of eight single-term courses, with a cumulative grade point average of 1.67 or higher, is required. Students working toward a certificate must formally register in the Public Administration and Governance BA (honours) program before applying to graduate with the certificate.

This certificate fulfills Level 1 of the Public Administration and Governance BA (honours) program.

Program Open House

Students who have questions about the admission requirements and/or would like to know more about this certificate are invited to attend a program information session. Please visit ryerson.ca/ce/openhouse for dates, times, and location.

Program Information

Department of Politics and Public Administration
Viola Ing, Program Administrator
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Advanced Certificate in Public Administration and Governance

ryerson.ca/ce/publicadmin

The advanced certificate will provide an introduction to public policy; a sharpened understanding of the organization and operation of the public sector; and the skills necessary for career development in the public sector and organizations that deal with it. This certificate will develop an expanded awareness of the political forces that shape public administration and policy.

Why study with The G. Raymond Chang School of Continuing Education?

The Chang School at Ryerson University is Canada's leading provider of university-based continuing education for adults, with annual enrolments exceeding 70,000. We are leaders in flexible learning options, offering more than 1,100 professionally relevant courses to individuals and organizations. Experienced and in-touch, our instructors share up-to-date knowledge with you in order to help you achieve success.

Who should enrol in the Advanced Certificate in Public Administration and Governance?

The Advanced Certificate in Public Administration and Governance is designed for working public sector employees, students aspiring to careers in the public service, and those interested in gaining knowledge about public administration and public policy in Canada.

Program Design

This certificate will provide students with the following:

- an introduction to public policy;
- a better understanding of the organization and operation of the public sector;
- analytic, administrative, communication, and management skills necessary for career development in the public sector and organizations that deal with it;
- an expanded awareness of the political forces that shape public administration and policy.

Admission Requirements

Eligible applicants must have successfully completed the Certificate in Public Administration and Governance.

Certificate Requirements

The successful completion of eight single-term courses, with a cumulative grade point average of 1.67 or higher, is required. Students working toward a certificate must formally register in the Public Administration and Governance BA (honours) program before applying to graduate with the certificate.

This certificate fulfills Level 2 of the Public Administration and Governance BA (honours) program.

Program Open House

Students who have questions about the admission requirements and/or would like to know more about this certificate are invited to attend a program information session. Please visit ryerson.ca/ce/openhouse for dates, times, and location.

Program Information

Department of Politics and Public Administration
Viola Ing, Program Administrator
ving@politics.ryerson.ca

Certificate in Public Administration and Leadership

ryerson.ca/ce/pal

Governments are hiring again, demanding from their recruits knowledge of how societies and economies work. They are also seeking individuals who are potential leaders—people who will guide colleagues by their example and their expertise. To meet this demand, The G. Raymond Chang School of Continuing Education and Ryerson University's Department of Politics and Public Administration have developed this certificate for individuals **who already have a degree from a recognized university.**

Why study with The G. Raymond Chang School of Continuing Education?

Ryerson University's Chang School is Canada's leading provider of university-based continuing education for adults, with annual enrolments exceeding 70,000. We are leaders in flexible learning options, offering more than 1,100 professionally relevant courses to individuals and organizations. Experienced and in-touch, our instructors share up-to-date knowledge with you in order to help you achieve success.

Who should enrol in the Certificate in Public Administration and Leadership?

- Individuals who have a non-Arts degree (e.g., Science, Engineering, Architecture, Business, Social Work, Pharmacy, etc.) who are working in government or the nonprofit sector
- Individuals with an Arts degree (e.g., Criminology, Economics, English, History, Psychology, Sociology, etc.), but who have not studied Canadian political science or public administration, who are working in government or the nonprofit sector
- Individuals who have a degree and who wish to pursue graduate studies in public administration
- Individuals who have a degree and who wish to pursue a career in the public or para-public sector.

Program Design

This program is designed for individuals who wish to develop their understanding of the key aspects of public sector management. The curriculum is focused on key areas of policy development, public sector finance, collaborative governance, intergovernmental affairs, program evaluation, e-government, and administrative law. A special capstone course focuses on the nature and style of leadership in the public sector. For curriculum and other details of the certificate, see ryerson.ca/ce/pal.

Admission Criteria

Eligible applicants must have an undergraduate degree in any field. Applicants who do not have a background in politics or public administration and/or have no experience in the public sector may be required to complete a preparatory course (usually either CPPA 102 or CPPA 120) prior to admission in the certificate