



County of Santa Barbara - Human Resources Department

One County. One Future.

T 805.568.2800 | **F** 805.568.2833 | **A** 1226 Anacapa Street, Santa Barbara, CA 93101

To promote a County culture where our employees can do their best work, so our community can live its best life.

CSUN DEGREE PROGRAMS

Master of Public Administration

Master of Public Health

Public Sector Management (B.A.)

CSUN[®]

CALIFORNIA
STATE UNIVERSITY
NORTHRIDGE



Master of Public Administration (MPA)

1. What prerequisites would I have to complete to be admitted to the MPA program?

A bachelor's degree from a regionally accredited college or university and previous work experience (at least two years) are required for admission if your cumulative GPA is below a 3.0. All students are required to upload a statement of purpose and resume when they submit their MPA application regardless of GPA. At this time, the program does not require any specific prerequisite courses before admission.

2. Would I have to take the Upper Division Writing Proficiency Examination (UDWPE)?

All students who are **not** conferred with a degree from the CSU system are required to complete the UDWPE. If a student previously accomplished this, they are not required to retake the exam. The UDWPE does not have to be taken before starting the MPA program, however, once admitted, the UDWPE must be taken before a student completes 12 units in the MPA program, or before the completion of the second semester.

3. Is there an application fee?

Yes, the University's application fee is \$70

4. Must I submit a transcript for every college I attended?

Yes, you must submit an official transcript in a sealed envelope from any institute of higher education that you attended (even if you did not graduate). Official e-transcripts may also be emailed directly from your previous college or university to exl@csun.edu after submitting your MPA application.

5. If I received my bachelor's degree from CSUN, would I need to include transcripts with my application?

No, we have direct access to your CSUN transcripts.

6. Would I have to submit letters of recommendation?

If your cumulative GPA is above a 3.0, you would not need letters of recommendation. However, if it's below a 3.0, you would be required to submit three letters of recommendation from current or former supervisors. Letters of recommendation must include information about work assignments and their completion (e.g., financial management, problem-solving, decision-making, initiative, and creativity, collaboration, perseverance, communication skills, etc.), overall work performance, growth in responsibility in the workplace, and potential as a graduate student. You may email the three letters of recommendation to app.support3@csun.edu after you submit your MPA application.

7. What is the start date for the program?

The tentative start date is January 28, 2021 (the spring 2021 Semester).



8. Where would the classes be held?

Classes would be held in the Employees University building located at 67 Camino del Remedio, Santa Barbara, CA 93110

9. What is the cost of tuition?

The total cost for the two-year MPA off-campus cohort is currently \$23,832, and financial aid is available for those that qualify.

10. Would the County provide tuition assistance?

No, the County does not offer tuition assistance. However, there is financial aid for those that qualify in the form of federal government student loans and scholarships. CSUN would assist you with this and has a financial aid team dedicated to working with you throughout this process.

11. Would CSUN contact me directly?

CSUN would only contact you directly (via phone and email) only if you expressly permitted us to do so.

12. Does CSUN offer scholarships or financial assistance?

Yes, financial aid is available for those that qualify in the form of federal government student loans and not based on credit or income; scholarships are also available.

13. What is the application deadline?

Application deadlines differ by cohort/location. Please contact, Recruitment Manager, Joe Rodriguez, for more information: 818-677-3909/joe.rodriguez@csun.edu

14. Could I work while I was in the program?

The MPA program is designed to accommodate working professionals, many whom has successfully graduated. Classes are scheduled one night per week from 6 pm – 9:45 pm to facilitate success for working adults. Additionally, an online version of the program is also available each fall semester for those students wishing to study remotely.

One important consideration for all students is that courses require a fair amount of preparation and study time in keeping with any master's program. Academically, the program focuses on research, writing, theory, and practice with an average time commitment for students at around 10 hours per week.

15. How long does the program take to complete?

The MPA program takes an average of two years to complete.

16. What if I needed to temporarily stop attending?

If, for compelling reasons, a student found it necessary to miss either a complete course or a significant number of classes, they must consult with their MPA Program Manager/Coordinator, as soon as the student became aware that a substantial amount classes or courses would be missed. If only one class was going to be missed, the student should contact their professor directly.



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17. Is the cost of the books included in the tuition?

No. The cost of books is not included with tuition.

18. Would CSUN conduct information sessions for County employees?

Yes, CSUN is available to conduct information sessions as needed (day/evening/online). We would be happy to bring the program information to you and answer all of your questions.

19. What else would I need to know to help me to determine if this program would be right for me?

Please feel free contact Recruitment Manager, Joe Rodriguez for more information: 818-677-3909/
joe.rodriguez@csun.edu.



Master of Public Health (MPH)

1. How many hours a week should I plan to dedicate to classes?

Credit-bearing programs conform to Carnegie hours (i.e., one credit equals one hour of class time, plus two hours of homework). Our programs usually have six to nine credits per term. Nine credits equals 27 hours a week dedicated to classes.

2. After I submit my application, when will I receive a response about an admit decision?

Admission decisions are typically made four to eight weeks after the complete admission packet is submitted, including transcripts and all required supplemental documents.

3. What is the typical class profile?

Students are professionals, who typically have been working two to five years. Usually they are in their mid-20's to mid-30's. Many students have families and work/life commitments.

4. What are alumni doing? What are the post-graduation data?

Some alumni work at public health agencies, do promotions at their current organizations, or work for the USDA WIC program or other food agencies.

We collect data one year after graduation to give our students time to secure employment post-graduation. For Cohort 1 we have a 75 percent employment rate post-graduation. This includes new employment and those currently employed but who may have received a promotion due to their MPH. Six percent are continuing education in either a second master's or doctorate program. Six percent are not seeking employment or additional education. Six percent are actively seeking employment, and six percent is unknown.

Our MPH graduates are hired at local, county and state health departments; health-based nonprofits like the American Heart Association or American Cancer Society; the health education or community health division of hospitals such as Kaiser Permanente, Cedars Sinai, Children's Hospital Los Angeles; government positions such as at the CDC (Centers for Disease Control and Prevention), NIH (National Institutes of Health), etc.; or as grant administrators with universities. Some work as evaluation experts, needs assessment consultants, or in program implementation related to an agency like RAND Corp. or WestEd. Some work in the K-12 schools as nutrition or health educators at a district level. Some go on to achieve a second master's or, doctoral degree, their DI Dietetic Internship or RD Registered Dietician, or a subject matter teaching credential in health or a multi-subject credential.

5. I'm concerned about moving forward because of government/policy changes (like the Affordable Care Act) and the availability of jobs.

ACA has required preventive health, increasing the need for this field. The Bureau of Labor Statistics projects the job outlook for health educators and community health workers to grow 11 percent from 2018-2028, much faster than average.



6. My GPA is below 2.75. Can I still apply into the program?

There may be flexibility if the GPA falls between 2.5-2.75 (while not preferred) if the applicant has substantial professional experience. However, the minimum GPA for eligibility as a student in any CSUN graduate program is 2.5. If the applicant's cumulative GPA falls below that, then the student would not be eligible.

7. Can my letters of recommendations be emailed?

Yes. They can be emailed from the person writing the letter of recommendation. They will not be accepted from the student. Recommendations can be emailed to: app.support3@csun.edu

8. What distinguishes this program?

CSUN and the MPH program have several accreditations:

- Western Association of Schools and Colleges (WASC), a regional institutional accrediting body recognized by the U.S. Council of Higher Education and Accreditation
- The Community Health Education program is accredited by the Council on Education for Public Health (CEPH)
- CSUN has over 40 years of degree accreditation by the National Council on Education for Public Health (NCEPH) and university accreditation with the Western Association of Schools and Colleges.

The MPH program has earned top rankings from several organizations:

- MPHOnline.org placed CSUN 10th nationally in its ranking of the "Top 25 Online MPH Community Health Degree Programs 2019".
- Intelligent.com ranked the MPH program fifth in its 2020 list of "Best Online Master's in Public Health Degree Programs".
- CSUN's MPH program ranked 11th nationally in the "Top 15 Master's in Health Education and Promotion" (2020) list by Top Master's in Healthcare Administration.

Additionally, the MPH program offers these unique features:

- The virtual format enables participants to continue with their professional and personal obligations while completing an MPH degree in just two years.
- CSUN's program offers opportunities to work with faculty who are experienced practitioners and scholars in their field, as well as a network of peers dedicated to improving the health of individuals and communities.
- Fieldwork is included in the program. Participants develop practical experience as they work in the public health sector as part of their MPH field training.
- Live sessions are scheduled each week on the same day to allow students to connect with one another and faculty.



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- Faculty members are the same as in the on-campus program. Bios are available here. Faculty members create and teach their own courses with the support of an educational technology specialist to implement tools for online learning.
- Curriculum content is updated every semester.
- Participants have access to "Student Hubs." These serve as virtual student unions.

9. Will students be able to take credential exams after completing the program?

Students can take two exams to build their credential. Overview of the two exams can be found here.

- Certified Health Education Specialist, CHES Examination (taken 90 days before graduation). The National Commission for Health Education Credentialing Inc. (NCHEC) included CSUN in its "2016 Top Ten Schools with the Most Students Qualifying to Take the CHES Examination". MPH graduates in the CSUN program who took the 2019 CHES Examination had a 100 percent pass rate.
- Master Certified Health Education Specialist MCHES



B.A. Public Sector Management (PSM)

1. How many hours a week should I plan to dedicate to classes?

Credit-bearing programs conform to Carnegie hours (i.e., one credit equals one hour of class time, plus two hours of homework). Our programs usually have six to nine credits per term. Nine credits equals 27 hours a week dedicated to classes.

2. Who takes this program?

Ninety percent of students work in the public sector or want to enter the public sector. Examples:

- Los Angeles Unified School District (LAUSD)
- Superior Court of California
- Sheriff/police/school police/fire officers
- Mental health settings
- Los Angeles Department of Public Works
- Los Angeles County

Many employees are working professionals who completed their degree for various reasons, such as needing the degree to qualify for a promotion, receive a merit increase or for personal reasons.

3. I received an email stating that CSUN has requested my transcripts. Do I still need to send them?

Yes. Admissions and Records may send an automated request for transcripts to some community colleges, but we do not always receive them. Sending us your official transcripts directly is the best way to ensure that your application will be complete.

After completing your online application, please submit all official academic records/transcripts electronically or by mail to:

- Electronic transcripts: exl@csun.edu
- Mail-in transcripts (sealed official):

Tseng College
California State University, Northridge
18111 Nordhoff Street
Northridge, CA 91330-8343

Note: Transcripts are required from **ALL** institutions that you have attended, not only those from which you earned a degree. Be sure to notify us of any prior names under which you may possess a transcript. Previous CSUN students do not need to request CSUN transcripts, and should submit only documents related to course work completed after leaving CSUN.



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**If you attended a California community college, your institution might be able to send e-transcripts on your behalf, free of charge. Please visit the [eTranscript California](#) page to determine your eligibility.*

4. Are high school transcripts required?

We do not require high school transcripts unless students took AP classes. If they did, those transcripts would need to come directly from the College Board.

5. Are students who already have a bachelor's degree eligible for this program?

No. CSUN is one of the few CSU's that does not offer a second bachelor's degree. We recommend the Master of Public Administration if you already have a bachelor's degree and are interested in additional education in the field of Public Sector Management.

6. Can you provide more information on the internship requirement of the program?

Internship/field study is required. Toward the end of their coursework, students will complete internships/field studies in public sector agencies, giving them a chance to apply what they learned.

- Students will attend the course for a total of 15 hours and spend the other 30 hours of course time interning.
- Typically, internships occur at the student's place of employment, but internships can occur elsewhere.
- Students will complete a project that they design that goes above and beyond their job description, or contributes to another department at their place of employment.
- If this project is done outside of work, students need to complete 30 hours of advanced skills (such as event planning, marketing, producing presentations, etc.) for a private or nonprofit organization (i.e., church, school, store).
- Sites may be start-ups, but must be legitimate organizations. They must file tax returns with the IRS.



CSUN DEGREE PROGRAMS

Program Name	Master of Public Administration in Public Sector Management and Leadership	Master of Public Health	Bachelors of Arts Public Sector Management
Program Description	The Public Sector Management and Leadership option within CSUN's MPA program develops and enhances management skills, enabling graduates to function more effectively within all types of public organizations. This option emphasizes both the quantitative aspects of management (i.e., decisions based on analytical data) and the human dynamics of leadership. By emphasizing conceptual and professional development, the program offers a well-rounded perspective of the field and develops leaders with a broad understanding at both the organizational and theoretical levels.	Designed in collaboration with the university's College of Health and Human Development, CSUN's two and a half year, seven-term online Master of Public Health: Community Health Education program is an ideal choice for individuals seeking to enter or advance in the field. Covering the five core areas of public health and professional preparation (biostatistics; environmental health; epidemiology; health policy and management; and social and behavioral science), it also includes field training in the public sector to provide practical experience and foster the development of decision-making skills.	This 60-unit multidisciplinary program, designed with working professional in mind, typically takes 2.5 years to complete, prepares graduates for career advancement by furthering competency in areas of: <ul style="list-style-type: none"> ▪ Budgeting and fiscal management ▪ Critical thinking ▪ Effective oral and written communication ▪ Leadership, management and staff development ▪ Problem solving and decision making ▪ Team building
Program Start Date	1/28/2021	8/22/2020	08/22/2020 - Fall Semester
Program Tuition	\$23,832	\$31,584	\$40,860 Financial Aid is available for those that qualify.
Application Due Date	November 17, 2020	May 19, 2020 (Passed)	July 7, 2020
Mode	Off-campus at SB - <i>tentatively</i>	Online	100% Online
Application Link	Applications will open July 23, 2020	tsengcollege.csun.edu/programs/MPH/apply	tsengcollege.csun.edu/programs/PSM/apply

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Program Name	Master of Public Administration in Public Sector Management and Leadership	Master of Public Health	Bachelors of Arts Public Sector Management
FAQ	OTD LINK	OTD LINK	OTD LINK
Contact	Joe Rodriguez at 818-677-3909 joe.rodriguez@csun.edu	Tiffani Barnum at tiffani.barnum@csun.edu	Julie Garcia at julie.garcia@csun.edu
Info Session Dates	Wednesday, August 26 12 p.m. - 1 p.m. Thursday August 27 6 p.m. - 7 p.m. Wednesday, September 29 6 p.m. - 7 p.m. Thursday September 30 12 p.m. - 1 p.m.	TBA	TBA
RSVP to attend an online info session			tsengcollege.csun.edu/ programs/PSM