



DREXEL UNIVERSITY

Goodwin College  
of Professional Studies

# CATALOG

## 2024-2025

**GRADUATE**

DREXEL INSTITUTE

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# Goodwin College of Professional Studies

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The Goodwin College of Professional Studies offers one master's program: an MS in Nonprofit Management: Public, Professional & Social Sectors, which prepares students to successfully handle the responsibilities, challenges and opportunities facing today's nonprofit sector.

## Majors

- Nonprofit Management: Public, Professional & Social Sectors (MS) (p. 3)
- Professional Studies (MS) (p. 4)

## Minor

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# Nonprofit Management: Public, Professional & Social Sectors MS

*Major: Nonprofit Management: Public, Professional & Social Sectors*

*Degree Awarded: Master of Science (MS)*

*Calendar Type: Quarter*

*Minimum Required Credits: 45.0*

*Co-op Option: None*

Classification of Instructional Programs (CIP) code: 52.0201

Standard Occupational Classification (SOC) code: 11-2031

## About the Program

The MS in Nonprofit Management: Public, Professional & Social Sectors is designed to prepare students to successfully handle the responsibilities, challenges, and opportunities facing today's nonprofit sector. Skills in strategic planning, governance, communication, fund development and stewardship, marketing, and innovation learned in the classroom and put into practice with partnering nonprofit entities will provide students with the essential tools to effectively carry out and lead the nonprofits' mission.

Drexel is steeped in the tradition of experiential learning and as a result, even though this is a full online program, there are three required experiential learning opportunities in which students work with nonprofits: Nonprofit Workshop I and II, as well as the Regional Volunteer Experience. Students have the option to work with a nonprofit for their two-course capstone sequence as well.

This degree equips you with the following demonstrable skills:

- **Communication:** Enhance oral, written, and presentation skills to easily and effectively collaborate with and lead others in the workplace. Students will also learn how to communicate with outside constituents, board members, and community leaders while honoring the organization's mission.
- **Campaign Management:** Build the strategic planning, management, communication, and financial skills needed to effectively run annual funds and capital campaigns
- **Donor Cultivation:** Using communication, leadership, and nonprofit sector trends, as well as specific mission information, students will learn how to cultivate interested individuals into donors, elevate small donors into capital-level donors, and maintain those relationships over time.
- **Ethics:** Develop a strong moral and ethical framework to manage mission-driven, largely volunteer-based institutions
- **Self-Assessment:** Gain the ability to examine one's role, responsibility, and effectiveness within an organization. By acknowledging strengths and weaknesses, students can capitalize on strengths while also targeting specific areas for growth.

## Program Delivery

The MS in Nonprofit Management: Public, Professional & Social Sectors is a part-time graduate degree program that is offered entirely online. Drexel University operates on a quarter schedule (four 10-week terms per academic year). Students will take two courses per quarter.

## Additional Information

Please visit our webpage (<http://drexel.edu/goodwin/academics/graduate-programs/ms-nonprofit-management/>) for more information about the program, admissions requirements, and application details.

## Admission Requirements

- Completed online application
- Bachelor's degree from an accredited institution
- Undergraduate GPA of 3.0 or higher (graduate degree GPAs will also be considered)
- Official transcripts from all universities or colleges and other post-secondary educational institutions attended (including trade schools)
- Two letters of recommendation (three preferred)
- Personal statement (minimum 500 words) describing your interest in the program. Specifically, please discuss the following:
  - Why are you interested in the nonprofit sector?
  - How do you envision the program helping you to facilitate your future career goals?
  - How you will contribute to the program and to your peers?
- Resume
- OPTIONAL: Students may elect to submit any of the following:
  - GRE/GMAT scores
  - Example of a work project that demonstrates a specific skill or expertise
- International students must submit a TOEFL score of 550 or higher. Please visit the International Student Requirements (<https://online.drexel.edu/support/international-students.aspx>) webpage.
- Interviews are not required, but may be requested.

## Degree Requirements

ACCT 608	Government and Not-for-Profit Accounting	3.0
NPM 501	Foundations in Fundraising and Ethics	3.0
NPM 520	Writing for Nonprofits	3.0
NPM 550	Stewardship & Donor Cultivation	3.0
NPM 600	Nonprofit Workshop I	3.0
NPM 602	Nonprofit Workshop II	3.0
NPM 603	Regional Volunteer Experience	3.0
NPM 645	Strategic Planning for Nonprofits	3.0
NPM 670	Managing Effective Capital Campaigns	3.0
NPM 700	Capstone I	1.5
NPM 701	Capstone II	4.5
<b>Electives</b>		<b>12.0</b>

Students should choose 4 elective courses from the list below:

AADM 520	Creative Enterprise and Innovation
AADM 660	International Cultural Policy
AADM 755	Community Cultural Planning
COM 536	Strategic Social Media Communication
COM 541	Foundations of Public Relations
COM 563	Event Planning
COM 575	Grant Writing
COM 576	Nonprofit Communication
COM 578	Focus Groups
NPM 610	Fostering Diversity and Inclusion in the Workplace
NPM 615	Program Evaluation
NPM 680	Leading Nonprofit Organizations
PLCY 507	Nonprofit Organizations

**Total Credits** **45.0**

## Sample Plan of Study

### First Year

Fall	Credits Winter	Credits Spring	Credits Summer	Credits
NPM 501	3.0 NPM 520	3.0 ACCT 608	3.0 NPM 600	3.0
Elective	3.0 Elective	3.0 NPM 550	3.0 Elective	3.0
	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

### Second Year

Fall	Credits Winter	Credits Spring	Credits Summer	Credits
NPM 603	3.0 NPM 602	3.0 NPM 670	3.0 NPM 701	4.5
NPM 645	3.0 Elective	3.0 NPM 700	1.5	
	<b>6</b>	<b>6</b>	<b>4.5</b>	<b>4.5</b>

**Total Credits 45**

## Program Level Outcomes

- Communication - demonstrate the use of effective oral, written, and presentation skills to easily and effectively relate to, collaborate with, as well as communication with outside constituents, board members, and community leaders while always honoring the mission.
- Campaign Management - demonstrate knowledge of strategic planning, management, communication, and financial skills to effectively run annual funds and capital campaigns.
- Donor Cultivation - demonstrate how to use communication, leadership, and nonprofit sector trends, as well as specific mission information to cultivate interested individuals into donors, elevate small donors into capital level donors, and maintain those relationships over time.
- Ethics - demonstrate the ability to employ a strong moral and ethical framework to manage mission-driven, largely volunteer-based institutions.
- Self-Assessment - demonstrate the ability to examine one's role, responsibility, and effectiveness within an organization. By acknowledging strengths and weaknesses, one can capitalize on one's strengths while also targeting specific areas for growth.

## Professional Studies MS

*Major: Professional Studies*

*Degree Awarded: Master of Science (MS)*

*Calendar Type: Quarter*

*Minimum Required Credits: 45.0*

*Co-op Option: None*

Classification of Instructional Programs (CIP) code: 30.0000

Standard Occupational Classification (SOC) code: 11-9199

## About the Program

**Please note: This program is no longer accepting new students.**

The MS in Professional Studies degree provides students with the highly valued interpersonal skills needed to collaborate, negotiate, and lead effectively in today's workplace by offering a blend of quantitative and qualitative courses. The interdisciplinary Workplace Competencies concentration allows students to apply their knowledge and learned skills across multiple industries. Our professors are career professionals who bring real-world workplace situations into our virtual classrooms to better prepare students to apply learned skills in the following industries: communications, human resources, finance, insurance, marketing, utilities, and pharmaceuticals, among many others. This degree allows students to leverage themselves into various levels of middle and upper management with continued possibilities to climb the corporate ladder.

The MS in Professional Studies program aims to equip students with the following demonstrable skills:

- **Communication** - enhancing oral, written, and non-verbal communication skills to allow students to easily relate to, collaborate with, and lead others in the workplace both in person and virtually
- **Leadership** - providing students with the necessary tool to lead people and organizations through the acts of negotiation, attracting and sustaining talent, and thinking and acting strategically to achieve results
- **Critical Inquiry** - training students to conduct research and collect data using proven scientific methods and then evaluate and analyze that data to make profitable decisions in the workplace
- **Ethics** - developing a moral and ethical framework from which organizational decisions can be made

This program is designed for the professional who has at least three years of working experience, and who is looking to **launch, change, or advance** their career.

## Program Delivery

The master's in Professional Studies is a part-time graduate degree program that is offered entirely online. Drexel University operates on a quarter schedule (four 10-week terms per academic year). Students will take two courses per quarter.

## Additional Information

For more information, please visit the Goodwin College MS in Professional Studies (<http://drexel.edu/goodwin/academics/graduate-programs/ms-professional-studies/>) webpage.

## Admission Requirements

Acceptance to the program requires:

- Completed online application (<https://www.online.drexel.edu/online-degrees/business-degrees/ms-prof-studies/#apply>) form
- Bachelor's degree from an accredited institution
- Undergraduate GPA of 3.0 or higher (graduate degree GPAs will be considered along with the undergraduate GPA)
  - Applicants with a cumulative GPA below 3.0 may be considered.
- Official transcripts from all universities or colleges and other post-secondary educational institutions (including trade schools) attended
  - Instead of hard copy transcripts, you may supply official electronic transcripts issued by a post-secondary institution directly to Drexel University Online.
  - You must supply transcripts regardless of the number of credits earned or the type of school you attended.
  - If you do not list all post-secondary institutions on your application and these are listed on transcripts received from other institutions, processing of your application will be delayed until you have submitted the remaining transcripts.
  - Please use our Transcript Look-up Tool (<https://www.online.drexel.edu/support/supporting-documents.aspx>) to assist you in contacting your previous institutions.
- Two letters of recommendation (three preferred)
  - Drexel University Online now accepts electronic letters of recommendation.
  - Submission instructions are available at: <http://www.drexel.edu/apply/recommend> (<https://deptapp08.drexel.edu/em/LOR/Default.aspx>)
  - If a recommender prefers to submit an original, hard copy letter of recommendation, please remind the recommender that it must be signed and submitted in a sealed envelope signed across the flap by the recommender.
- Personal Statement: 500-750 words describing your interest in the program. Specifically, please discuss the following:

- Your current line of work and career path until this point
- How the program will help you facilitate your future career goals
- Your role in building community in an online degree program
- Resume
- Optional: Students may elect to submit any of the following:
  - GRE/GMAT scores
  - Example of a work project that demonstrates a specific skill or area of expertise
- International students must submit a TOEFL score of 550 or higher. Please view additional international students requirements (<https://www.online.drexel.edu/support/international-students.aspx>).
- Interviews are not required, but may be requested.

## Degree Requirements

### Core Courses

PRST 501	Communication for Professionals	3.0
PRST 503	Ethics for Professionals	3.0
PRST 504	Introduction to Research Methods & Design	3.0
PRST 603	Communicating in Virtual Teams	3.0
PRST 612	Data Analysis and Interpretation	3.0
PRST 615	Program Evaluation	3.0
PRST 640	Policy Analysis	3.0
PRST 655	The Art & Science of Influencing Others	3.0
PRST 670	Fostering Diversity and Inclusion in the Workplace	3.0

### Electives

12.0

Choose four of the following graduate electives (with advisor approval):

COM 610	Theories of Communication and Persuasion
CRTV 503	Creativity in the Workplace
CRTV 610	Creativity and Change Leadership
CRTV 630	Global Perspectives on Creativity
ENTP 611	Learning from Failure
ENTP 621	Innovation & Ideation
ENTP 631	Building Internal & External Relationships
ENTP 641	Innovation in Established Companies
MGMT 510	Business Problem Solving
ORGB 625	Leadership and Professional Development
ORGB 631	Leading Effective Organizations

### Capstone

PRST 700	Capstone I: Project Exploration	1.5
PRST 701	Capstone II: Topical Analysis	4.5

### Total Credits

45.0

## Portfolio Requirement

All students will be required to maintain a portfolio as they progress through the program. Access to the portfolio platform is provided by the University at no charge to the student.

Over the course of their studies, students will add written assignments, projects, presentations, links to videos, and any other specimens to showcase learned skills, knowledge, or growth in one of eight areas:

- Communication
- Creative and/or critical thinking & information literacy
- Ethical reasoning & responsible citizenship
- Global competence
- Leadership
- Personal reflections
- Capstone
- Professional documentation

Students will submit their portfolios as part of their capstone experience. When students complete the program, they may choose to maintain their portfolios for a small annual fee.

## Sample Plan of Study

### First Year (Part-Time)

Fall	Credits Winter	Credits Spring	Credits Summer	Credits
PRST 501	3.0 PRST 503	3.0 PRST 612	3.0 PRST 640	3.0
PRST 504	3.0 PRST 603	3.0 PRST 655	3.0 PRST 670	3.0
	6	6	6	6

### Second Year (Part-Time)

Fall	Credits Winter	Credits Spring	Credits Summer	Credits
PRST 615	3.0 Electives 2 & 3	6.0 PRST 700	1.5 PRST 701	4.5
Elective #1	3.0 CRTV 630	Elective 4	3.0	
ORGB 625	ENTP 621	CRTV 503		
CRTV 610	MGMT 510	CRTV 610		
ENTP 611	ORGB 625	ENTP 631		
	6	6	4.5	4.5

Total Credits 45

## Program Level Outcomes

- Communication - enhancing oral, written, and non-verbal communication skills to allow students to easily relate to, collaborate with, and lead others in the work place - both in person and virtually.
- Leadership - providing students with the necessary tools to lead people and organizations through the acts of negotiation, attracting and sustaining talent, and thinking and acting strategically to achieve results.
- Critical Inquiry - training students to conduct research and collect data using proven scientific methods and then evaluate and analyze that data to make profitable decisions in the workplace.
- Ethics - developing a moral and ethical framework from which organizational decisions can be made.

## Graduate Minor in Nonprofit Management: Public, Professional & Social Sectors

### About the Graduate Minor

The graduate minor in Nonprofit Management: Public, Professional & Social Sectors is designed to complement what students are learning in their chosen field by adding a set of skills in strategic planning, communication, fund development, stewardship, donor cultivation, or campaign management—all of which provide students with the essential tools to effectively carry out and lead the nonprofit's mission.

### Program Requirements

#### Required Courses

Choose 4 of the following:		12.0
NPM 501	Foundations in Fundraising and Ethics	
NPM 520	Writing for Nonprofits	
NPM 550	Stewardship & Donor Cultivation	
NPM 645	Strategic Planning for Nonprofits	
NPM 670	Managing Effective Capital Campaigns	

Total Credits

12.0

### Additional Information

For more information about this graduate minor, please contact:

Tina Marie Coolidge, EdD  
 Director, Goodwin Programs and Recruitment  
 Goodwin College of Professional Studies

215.895.6933  
 tinamarie@drexel.edu



# Graduate Minor in Professional Studies

## About the Graduate Minor

**Please note: This program is no longer accepting new students.**

Goodwin College's Professional Studies graduate minor allows students to develop and enhance the highly valued interpersonal skills needed to collaborate, negotiate, communicate, and make decisions in today's workplace.

The Professional Studies Graduate minor is the perfect complement to a wide variety of graduate programs as the skills learned are applicable across multiple industries. It is offered to graduate students across Drexel University.

## Admission Requirements

- A minimum of a 2.8 GPA
- Approval from the student's current academic advisor
- Approval from the Professional Studies program director or academic advisor

## Program Requirements

PRST 501	Communication for Professionals	3.0
PRST 503	Ethics for Professionals	3.0
PRST 640	Policy Analysis	3.0
PRST 655	The Art & Science of Influencing Others	3.0
Total Credits		12.0

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