



San Francisco
State University

Master of Public Administration

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Dear Prospective Student:

Thank you for your interest in the San Francisco State University Public Administration Program and its Masters of Public Administration (M.P.A.) degree.

Attached are various materials explaining different aspects of our Program, including an overview of our excellent faculty, our curriculum, the nationally award-winning Student Learning Portfolio, and our newly updated mission statement, goals and objectives. This letter will focus upon our admissions process.

The deadline for Admissions for Fall 2007 is May 1st. Our admissions process involves two steps:

1. The first is to apply for admission to the University.
 - a. The **application** to do so (called CSU-Mentor) is now on-line at http://www.csumentor.edu/AdmissionApp/grad_apply.asp.
 - b. Prospective students must also forward one set of **official transcripts** from any college or university attended to the SFSU Graduate Division (Graduate Division, San Francisco State University, 1600 Holloway Avenue, San Francisco, CA 94132).

2. The second step is to apply to the Public Administration Program itself by sending the following set of materials to our office. We require the following:
 - a. A **Letter of Intent / Statement of Purpose** setting forth your professional and academic interests and relevant experience, including area of emphasis, if any. In this letter, also describe why you are interested in working in the public sector.
 - b. Two **Letters of Recommendation**, to be sent to the SFSU MPA Program (Public Administration Program, San Francisco State University, 1600 Holloway Avenue, San Francisco, CA 94132) from persons familiar with your academic or professional abilities and qualifications. Ask that they comment upon your potential to succeed in a rigorous graduate program.
 - c. Send another **official set of your transcripts** to the SFSU MPA Program - this copy is in addition to the transcripts that you must send to the Graduate Division, as discussed above.
 - d. Our **minimum required grade point average** for admission is 3.0 in the last 60 units of study. If you do not have the 3.0, you may take the GRE (Graduate Records Exam) as another route to being admitted (you must score 1100 or higher on just the Verbal and Quantitative portions of the GRE to be considered for admission into the SFSU MPA Program). Applicants with a 3.0 or higher GPA in their last 60 units of study **DO NOT** have to take the GRE to be considered for admission into the SFSU MPA Program.

If you have any further questions about the program or the application process, please do not hesitate to contact the Public Administration Program Office at mpa@sfsu.edu. More details and information about our Program are available at our website at <http://bss.sfsu.edu/~mpa/>.

Thank you for your interest in our program. We look forward to meeting you in the near future.

Sincerely,

Genie N.L. Stowers, Ph.D.
Professor and Program Director