

# MPA PROFESSIONAL WORK EXPERIENCE WAIVER POLICY

## Minimum Qualifications to Waive PWE Practicum Requirement:

- 5+ years of post-undergraduate public service work experience
- Student must be currently working, and have worked for the past 2+ years in a position and in an organization that qualifies for the PWE Practicum
  - Organizations that qualify:
    - Typically, governmental or nonprofit organizations
  - Positions that qualify:
    - Positions that have a public service element associated with the work or mission, somehow working for the greater good of our communities
    - Manage complex work
    - Assume primary responsibility for project management
- Meet with Associate Director of Career Services to discuss career goals and how the student's current position qualifies for the waiver.
- Complete Waiver form and appendices of support

## PWE Practicum Waiver Process:

1. Once students complete the 6 core courses required before the PWE practicum may begin, the Associate Director of Alumni Relations and Professional Work Experience communicates to students that they are eligible to initiate the PWE practicum process
  - a. If a student has 5+ years of public service work experience, he/she may qualify for the PWE Practicum Waiver and, if interested in pursuing this possibility, should set up a meeting with the Associate Director of Career Services to explore this option.
  - b. During this meeting, they will have a broader discussion of how the PWE fits into their general career development.
2. If the Associate Director of Career Services determines the student may qualify for this waiver, they will advise the student that he/she may submit the waiver paperwork to the MPA Program Director.
  - a. The student must complete the waiver.
  - b. In addition, the student will attach in a memo, how current work has met the objectives of the Professional Work Experience. Additionally, attach a resume and other supporting documentation from employer including: job title, employer's name, time in position, number of employees supervised, and specific projects, products, or other examples of work outputs.
3. The waiver application is reviewed by the MPA Program Director and approved or denied
  - a. Upon PWE waiver approval, the student will be eligible to take PUBA 745
  - b. If denied the student must complete the PWE and then take PUBA 745

Process formatted:

