

## How to apply for the Public and Nonprofit Management Certificate Program:

- To create account, go to - <https://rutgers.force.com/ApplicantPortal/AppPortalCustom>
- Choose to create a community ID or enter your existing Rutgers ID and “apply now”
- Select Graduate for level of application
- Under the application selection for applicant type select **non-degree** (see figure 1 below)

Continue to the following sections and complete as required.

An application fee is required. Certificate students who later apply to the MPA degree program at Rutgers-Camden will have the application fee waived.

**At the Program of study section** applicant must select the following:

- Applicant type – non-degree (see figure 2 below)
- Area of study – Public Administration
- Location – Camden
- Program selection – Public Administration (non-degree) Camden
  - Public and Non-profit Management

A resume and “unofficial copy” of your undergraduate transcript are required.

Figure 1 – Application Selection

Type of Application

Level of Application Graduate

Applicant Information

Applicant Type Non-Degree

Are you a current Rutgers Undergraduate Student? No

Have you applied to Rutgers in the past? No

Are you a current Rutgers Employee? Yes

Save and Continue

Figure 2 – Program of Study

Program Information

Applicant Type Non-Degree

Area of Study Public Administration

Location/Instructional Method Camden

Program Selection Public Administration (Nondegree) Camden

Term --None--

How did you hear about this program? Web-Rutgers Graduate Admissions Page

Previous Save Save and Continue