



UNM

SCHOOL of PUBLIC  
ADMINISTRATION

## NON-DEGREE POLICY

### To request to take MPA courses at non-degree status:

1. [Apply for non-degree status](#) at the UNM Office of Admissions.
2. Submit the following materials to the SPA Office, Social Sciences Bldg, 3<sup>rd</sup> floor, Room 3022:
  - a. [Petition](#) to register for MPA classes at non-degree status
  - b. Unofficial copy of transcripts showing degree(s) awarded
  - c. Resume

### Terms and conditions:

Requests to take courses in the Master of Public Administration (MPA) program at non-degree status are subject to the following terms and conditions:

1. You may apply for a maximum of 6 credit hours (2 classes) of MPA coursework as a non-degree student. You must be an MPA student to continue taking courses beyond these six hours.
2. You may petition for entry-level courses. The entry-level courses are: PA 500, 521, 525, and 544.
3. Successful completion of any approved non-degree coursework does not guarantee admission to the MPA program.
4. If you are offered admission to the MPA program at a later semester, only non-degree courses with grades of B or better will count toward your degree.
5. You will be contacted with a response to your request two weeks before the start of the semester. If your request is approved, you will be provided a call number and authorization to enroll in MPA classes. You may then register for classes.
6. Approval and issuance of non-degree registration material by The University of New Mexico does not constitute approval to take classes in the School of Public Administration. Failure to adhere to the above terms and conditions may result in disenrollment.

NOTE: Non-degree students are typically not eligible to receive financial aid.