

# *Center for Nonprofit Leadership*

The Bachelor of Arts in Nonprofit Administration prepares graduates for careers in management and administrative positions within a wide variety of nonprofit organizations such as social services, youth activities, health, the environment, and the arts. The major combines an academic focus with an experiential learning approach, giving students an advantage in competing for positions in the "Third Sector"—a term that distinguishes nonprofit from the business and government sectors. The Bachelor of Arts in Nonprofit Administration is a multidisciplinary degree which builds upon a strong general education foundation and a core of nonprofit courses. It draws upon disciplines such as business, sociology, psychology, government and communications to give students a well-rounded education.

Basic leadership and management principles are stressed in the major courses, including strategic planning, board and committee development, nonprofit financial administration, assessment, marketing, volunteer recruitment and coordination, grant writing, special event planning, and risk management. In addition to actual supervised work experiences in a nonprofit organization, students receive a solid grounding in the history and philosophy of philanthropy and the nonprofit sector in the United States.

USC Upstate is affiliated with American Humanics (AH), a national alliance of colleges, universities and nonprofit organizations dedicated to preparing undergraduates for careers in nonprofit leadership. The Bachelor of Arts in Nonprofit Administration includes the competencies required by AH for national certification. Other certification requirements include active participation in the American Humanics Student Association and attendance at one AH Management Institute.

## **Bachelor of Arts Major in Nonprofit Administration Student Worksheet**

### \_\_\_\_\_ **General Education Courses**

#### **I. Communication**

- |       |                     |   |
|-------|---------------------|---|
| _____ | English 101 and 102 | 6 |
| _____ | Speech 201          | 3 |

#### **II. Mathematics**

- |       |                             |   |
|-------|-----------------------------|---|
| _____ | Mathematics 120 (or higher) | 3 |
| _____ | Sociology 201 or statistics | 3 |

#### **III. Arts and Humanities**

- |       |   |   |
|-------|---|---|
| _____ | Fine arts   | 3 |
| _____ | History 111 or 112  | 3 |
| _____ | One course selected from the following (but not more than 3 hours in a single discipline in the fine arts):<br>American literature; American studies; art; English literature, linguistics, film or writing; history; literature in a foreign language; music; philosophy; religion; speech; theatre; world literature; women's studies | 3 |

#### **IV. Social and Behavioral Sciences**

- |       |  |   |
|-------|--|---|
| _____ | Government and International Studies 201 | 3 |
| _____ | Psychology 101                           | 3 |
| _____ | Sociology 101                            | 3 |

#### **V. Natural Sciences**

- |       |  |     |
|-------|--|-----|
| _____ | Two courses, including at least one laboratory course, to be selected from one or more of the following: Astronomy; biology; chemistry; Geography 201, 202; geology; physics | 7-8 |
|-------|--|-----|

#### **VI. Foreign Culture**

- |       |  |   |
|-------|--|---|
| _____ | One course selected from the following: Anthropology 102; Economics 503; foreign language; Government and International Studies 310, 326, 327,420; History 112; Religion 103 | 3 |
|-------|--|---|

#### **VII. Computer Studies**

- |       |                      |   |
|-------|----------------------|---|
| _____ | Computer Science 138 | 3 |
|-------|----------------------|---|

#### **VIII. Senior Seminar: see major requirements**

#### \_\_\_\_\_ **Major Requirements<sup>1</sup>**

- |       |   |   |
|-------|---|---|
| _____ | Nonprofit Administration 301                                      | 3 |
| _____ | Nonprofit Administration 302                                      | 3 |
| _____ | Nonprofit Administration 303                                      | 3 |
| _____ | Nonprofit Administration 304                                      | 3 |
| _____ | Nonprofit Administration 495                                      | 3 |
| _____ | Nonprofit Administration 499                                      | 3 |
| _____ | Business Administration 350                                       | 3 |
| _____ | Business Administration 374                                       | 3 |
| _____ | Psychology 307  | 3 |
| _____ | Speech 301  | 3 |
| _____ | One course selected from the following: Sociology 311,341,431,471 | 3 |

<sup>1</sup>Minimum grade of C required

*Continued on next page*

**Nonprofit majors may select a cognate (12 hours) or a minor (18-21 hours)**

\_\_\_\_\_ **Cognate<sup>1</sup>** 12  
(Courses selected in conjunction with advisor)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **Minor<sup>1</sup>** 18-21  
(Courses selected in conjunction with advisor)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Supporting Courses**

_____ American Studies 101 or 102	3
_____ Business Administration 225	3
_____ English 245	3
_____ Foreign Language 102 or 121	3-4

\_\_\_\_\_ **Electives** 6-17

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **Total Hours Required** **120**

**Minor in Nonprofit Administration**  
*Student Worksheet*

**Minor Requirements<sup>1,2,3</sup>**

_____ SSOC 101-Introductory Sociology	3
_____ SNPA 301-The Nonprofit Sector in the United States	3
_____ SNPA 302-Introduction to Nonprofit Administration	3
_____ SNPA 303-Nonprofit Financial Administration	3
_____ SNPA 304-Fundraising for Nonprofit Organizations	3
_____ SNPA 499-Internship in Nonprofit Administration	3

\_\_\_\_\_ **Total Hours Required** **18**

<sup>1</sup>Up to 6 hours of General Education (less than 300 level) may be used to satisfy requirements of a minor.

<sup>2</sup>Minimum grade of C is required for all coursework.

<sup>3</sup>A minimum of 12 hours of upper division coursework is required.