

**Faculty of Liberal Arts and Professional Studies (LA&PS)**  
**School of Public Policy and Administration- Bachelor of Public Administration (BPA)**  
**Management – Specialized Honours**  
**(2018/19 Program Checklist)**

<b>GENERAL EDUCATION - 21 Credits</b> 21 credits at the 1000 level, chosen from 3 different general education categories	<b>Credit</b>	<b>Complete or Incomplete</b>	<b>Grade</b>	<b>Notes</b>
1) Humanities or Social Science:	9.00			
2) Humanities or Social Science (whichever is not taken in 1):	6.00			
3) Natural Science:	6.00			
<b>Total General Education Credits</b>	<b>21.00</b>			
<b>MAJOR –75 Credits</b>				
<b>Core Courses – 33 credits</b>				
AP/ADMS 1000 Introduction to Administrative Studies	3.00			
3 credits selected from: AP/ADMS 1500 3.00 , AP/ADMS 1550 3.00 or AP/ADMS 2500 3.00 <sup>1</sup>	3.00			
AP/PPAS 1110 Introduction to Public Administration	3.00			
AP/PPAS 2110 Canadian Government	3.00			
AP/PPAS 2195 Professional Skills and Communication	3.00			
AP/PPAS 3136 Public Law II	3.00			
AP/PPAS 3138 or AP/PPAS 3135	3.00			
AP/PPAS 3190 Public Administration	6.00			
AP/PPAS 3300 Statistics for the Social Sciences	6.00			
<b>Six additional credits as follows:</b>				
AP/ECON 1000 Introduction to Micro Economics	3.00			
AP/ECON 1010 Introduction to Macro Economics	3.00			
<b>Management Stream Requirements : 36 Credits<sup>2</sup></b>				
AP/ADMS 2400 Intro to Organizational Behaviour	3.00			
AP/ADMS 2600 Human Resources Management	3.00			
AP/ADMS 3353 Project Management	3.00			
AP/PPAS 3524 Public Sector Budget Process	3.00			
AP/PPAS 4200 or AP/PPAS 4350	6.00			
AP/PPAS 4310 and 4320 Program Evaluation I & II	6.00			
AP/PPAS 3000 or 4000-Level	3.00			
AP/ADMS or AP/HRM 3000 or 4000-Level	3.00			
AP/ADMS or AP/HRM 3000 or 4000-Level	3.00			
AP/HRM 3000 or 4000-Level	3.00			
<b>Total Major Credits</b>	<b>75.00</b>			
<b>Credits Outside the Major – at least 18 Credits</b>				
Course Outside PPAS, ADMS and HRM:	6.00			
Course Outside PPAS, ADMS and HRM:	6.00			
Course Outside PPAS, ADMS and HRM:	6.00			
<b>Total Credits Outside Major</b>	<b>18.00</b>			
<b>Free Choice: 6 Credits</b>				
Any Course	6.00			
<b>Total Free Choice Credits</b>	<b>6.00</b>			
<b>Total Degree Credits</b>	<b>120.00</b>			

<sup>1</sup> Note students are encouraged to take AP/ADMS 2500 3.00 instead of AP/ADMS 1500 3.00 or AP/ADMS 1550 3.00. Students with an interest in Human Resources Management rather than general management may consider AP/ADMS 1500 3.00. Students can retain credit only for one of the 3 courses listed because they are course credit exclusions.

<sup>2</sup> For information on the Public Administration streams, please refer to the Program's Academic Calendar.

**Requirement Checklist and Notes (To ensure graduation, each box must be checked 'completed')**

- Residency Requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University.
- Upper-level Requirement: at least 36 credits at the 3000-4000 level. 18 credits must be at the 4000 level

**Upper Level Checklist**

<b>3000 LEVEL:</b>	<b>4000 LEVEL: at least 18 credits</b>
AP/PPAS 3136 3.00	AP/PPAS 4200 6.00 or AP/PPAS 4350 6.00
AP/PPAS 3138 3.00 or AP/PPAS 3135 3.0	AP/PPAS 4310 3.00 and 4320 3.0
AP/PPAS 3190 6.00	
AP/PPAS 3300 6.00	AP/PPAS/ADMS/HRM 4____3.0
AP/ADMS 3353 3.00	_____4_____3.0
AP/PPAS 3524 3.00	

**Total = 36 credits (or more)**

NOTE: For the **GENERAL EDUCATION** category, a minimum of 6.0 credits must be chosen from each of Humanities, Natural Science and Social Science. General Education courses are offered at the 1000 level. A maximum of 9 credits in Humanities and Social Science will count towards fulfillment of the General Education 21 credit requirements. For approved LA&PS General education courses go to [the York Courses webpage](#).

**IMPORTANT INFORMATION AND RESOURCES**

For an online version of your degree requirements, use the **Degree Progress Report** found here: [www.registrar.yorku.ca/mydegreeprogress](http://www.registrar.yorku.ca/mydegreeprogress)

**PLEASE NOTE:** This manual Degree Checklist is **only a guide** designed to assist students with degree requirements and course selection. It is not intended as the official confirmation of a student's eligibility to graduate as requirements may change from year to year. Satisfaction of all degree requirements will be officially determined by the Registrar's Office upon application to graduate. Students are advised to make sure they are following the correct degree requirements by checking the Undergraduate Calendar of the year in which they entered their program.

**Academic Calendars:** [calendars.registrar.yorku.ca](http://calendars.registrar.yorku.ca)

**Academic Advising:** LAPS Student Academic Advising Services, 103 Central Square  
416-736-5222, [laps@yorku.ca](mailto:laps@yorku.ca),  
[Academic Advising](#)

School of Public Policy & Administration, McLaughlin College, 119  
(416) 736-5384, [lapssppa@yorku.ca](mailto:lapssppa@yorku.ca)

**Registration & Fees:** Student Client Services, Bennett Centre for Student Services  
(416) 872-YORK (9675)  
[Registrar's Office](#)

**Other resources:** [yustart.info.yorku.ca/all-resources-a-z](http://yustart.info.yorku.ca/all-resources-a-z)