

2011

FNTI, in partnership with Queen's University, Kingston, Ontario is now accepting applications for the fifth intake to our **Professional Master of Public Administration (PMPA)** program which is expected to start in **September, 2011**. We expect to admit **approximately 10** students.

Participants enrolling with FNTI will have the opportunity to complete their PMPA, and to also complete a concentration in Indigenous Policy & Governance (IPG). This concentration will consist of a minimum of three elective courses developed specifically by FNTI for the Queen's program.

The PMPA program requires the completion of 10 course credits. This is normally completed as follows:

- Five core courses:
 - Governing Institutions (may be replaced for grads of the FNTI/Ryerson B.A. program)
 - Approaches to Policy Analysis
 - Principles of Economics
 - Analytical Tools for Policy Research
 - Management in the Public Sector
- Five elective courses:
 - Three IPAG concentration electives
 - Indigenous Law & Public Policy
 - Comparative Indigenous Governance
 - Governance in First Nations
 - Reconciling Indigenous Policy
 - Canadian Arctic & Northern Issues
 - Two further course credits by choice of:
 - Two existing Queen's elective courses or IPAG concentration electives
 - Completion of Masters Research Project – similar to Practicum

Participants should complete their studies in 2-3 years. This program is delivered in intensive-mode format that is designed to allow the participation of working adults.

The five core courses will be delivered on Queen's campus in Kingston. FNTI students will be integrated with other Queen's students. IPG electives may be delivered in Kingston or at an agreed upon location central to the FNTI student base.

Delivery takes place in two semesters per year:

- Fall/Winter semester
 - Friday/Saturday (8:30 am - 4:30 pm each day), once a month from September to March (seven trips)
- Spring semester
 - Friday/Saturday in April
 - One week in May (Mon-Fri)
 - One week in June (Mon-Fri)

Delivery schedule for 2011-12 is available at:

http://www.queensu.ca/sps/current_students/PMPA/course_calendar.php

ADMISSION REQUIREMENTS

1. Candidates should hold a four-year undergraduate degree or its equivalent, with a minimum B+ (or 75 percent or 3.3 GPA) average standing **in your last two years of study**. Candidates who earned their previous degree from a university outside Canada should also submit a GRE or GMAT score as part of their application.
2. Candidates should **also** have a minimum of five years employment experience in the public sector or related activities.

DOCUMENTS REQUIRED FOR ADMISSION APPLICATION

- **Two** (2) official transcripts from each university previously attended for submission to Queen's – transcripts must be received from the issuing university in sealed envelopes and will not be returned.
- **One** (1) additional copy of each university transcript for submission to FNTI.
- **Two** (2) current academic recommendations are required. If you have been out of university for a number of years, one or more professional recommendations may be included. However, all efforts should be made to include academic recommendations.

You should contact your referees in advance to confirm their willingness to provide a reference. They **do not** need to send a letter in advance.

You must provide the following information for your academic references at the time of application:

- Name, Email, Position, Department, Institution/Employer, Telephone

References will be contacted by Queen's and/or FNTI via email and asked to provide their reference using an online reference form.

Completion of the online letter of reference is preferred. Some referees may not be willing or able to provide their reference online. If your referee prefers to use a hard copy reference form (completed and signed by hand and then returned by regular mail), it will be possible for you to generate this form as part of your online application process. Follow up or completion then becomes **YOUR** responsibility.

APPLICATION PROCESS FOR FNTI/QUEEN'S PMPA

Please read carefully the information below.

1) You must apply to **both** institutions.

a. FNTI

Your application package must consist of the following:

- i. FNTI Application for Admission Form
- ii. **Copies** of your undergraduate transcript [Note: If you received your undergraduate degree through an FNTI partnership program, FNTI does not require a copy of your transcript]
- iii. Current resume
- iv. Release of Information Form – This is required to allow FNTI and Queen's to share information necessary to make admission and other administrative decisions.
- v. Indication of tuition sponsorship (*this letter is required after acceptance into the program and a student number is issued by Queen's and needs to be emailed to gillian.berry@queensu.ca*):
 1. sponsorship confirmation letter; **or**
 2. letter indicating status of your sponsorship application; **or**
 3. self sponsoring letter indicating that you are in need of assistance with tuition.

Return the completed package to Lesley (Buffy) Hill, FNTI Registrar by fax (613-396-2761) or by email (buffyh@fnti.net)

b. Queen's

You must apply **online** to Queen's. The application process begins at <https://eservices.queensu.ca/apps/sgsapp/>

- i. The **first time** you visit this site, you must select **Create Account**.
- ii. Once you complete the Personal Information requested and click Create Account at the bottom of the page, you will be provided with an application number. **Write this number down**.
- iii. Return to the Application Form page. Enter your application number and password, and click **Login**.

- iv. Click **continue Application**.
- v. Other information you will need:
 1. Department = Policy Studies (Public Admin)
 2. Program = Professional Master of Public Administration
 3. Start Date = September 2011
- vi. Complete other sections as applicable.
- vii. After all application information is completed, you can choose to **Submit Application & Exit** (no fees are required at this point. If you need to come back later, you can choose exit without submitting).
- viii. Once application is submitted you should receive a confirmation number **immediately** by email.
- ix. Within a few weeks, you will receive notice that your **application** has been accepted. You may then return to the site and complete the application process. Please note there will be an **application fee due** at this point – you will need a credit card or if you do on-line banking you can set up a payment account for Queen's using your Student ID number and pay this way.

APPLICATION DEADLINE:

- a. Applications in process before **August 8, 2011** will be reviewed and offers of admission will be made.
- b. We expect to make a maximum of 10 admission offers to the partnership PMPA program. You must apply to **BOTH** institutions to be offered admission to the partnership program.
- c. After August 8, applications will continue to be accepted and admission offers may be extended on a first-come, first-served basis to qualified applicants **if unfilled spaces remain**.

If you have any questions regarding the application process or about the PMPA program in general, please contact **Doreen Guimont** at **1-800-267-0637 ext 189** or doreeng@fnti.net.