Virginia Polytechnic Institute and State University
Graduate Certificate

Name of Certificate

Department/ College

CIP Code

Initiation Date

Date of First Graduates

Description of Certificate
Please include specific knowledge and skills that the students will obtain through the certificate program. What will graduates of the certificate program be able to do? The knowledge and skills should be evident in the course description. Can include student learning outcomes if it is helpful.

Target Audience
Describe specific students that will be targeted to enroll in the program. Will degree and non-degree students be eligible to participate in the program?

Time to Complete
Include a narrative to indicate the time to complete the program for fulltime and part-time students for both degree seeking and non-degree seeking students (if applicable).

Admission
Describe the admission criteria for the program and indicate specific requirements for different populations. Include scores for all standardized tests. Will specific background knowledge or experience be required for admission to the program? A prerequisite of a baccalaureate degree is required for admission.

Curriculum Requirements and Description
Provide a summary of the focus of the curriculum. Indicate the total number of credit hours required (the required number of courses varies, with a minimum of 12 credit hours and a maximum of 24 credit hours). Provide a list of all required courses (title designator and credit hour value, any pre-/co-requisites), restricted electives, and electives. Describe sub areas, if applicable. Explain any requirements of the curriculum (e.g., project, internship, practicum) needed to address special requirements including requirements of a licensing or accrediting organization. Provide the course description for all required courses and restricted electives.

Course Descriptions
Provide course descriptions for all of the required and restricted elective courses included in the graduate certificate curriculum. Please label subheading "Required courses" and "Elective Courses"

Faculty Credentialing
Summarize faculty credentials and indicate availability and use of existing faculty. If using adjunct faculty, indicate the credentials and level of support that would be used to offer the program.

Contact information
Include contact information for the individual primarily responsible for the certificate program

Affiliated Faculty
List faculty affiliated with the program.

Course Delivery Format
Include a narrative to explain how the program will be delivered. If traditional, indicate space resources and if online, institutional resources (technology) to support online instruction. Indicate faculty training to teach online courses. Indicate the institution's ability and resources to support the delivery format.

Resources
Explain resources to offer the certificate. Indicate additional resources or costs (e.g., administration, faculty), if needed. Indicate the institution's ability to support the certificate with existing resources.

Gainful Employment
Please indicate that the certificate program is not under a gainful employment program and will not come under gainful employment regulations.