

Date Submitted: 12/11/21 7:57 pm

## Viewing: **Grad Cert : Graduate Certificates (Non-Degree) Requirements**

Last approved: 09/16/21 4:53 pm

Last edit: 12/13/21 9:45 am

Changes proposed by: jgiganti

Catalog Pages Using  
this Program

[Graduate Certificates and MicroCertificates](#)

Submitter: 575-7332      User ID: jgiganti      Phone:

Program Status      Active

Academic Level      Graduate

Type of proposal      Policy

Select a reason for this modification

Making Minor Changes to an Existing Certificate or Degree (e.g. changing 15 or fewer hours, changing admission/graduation requirements, adding/changing Focused Study or Track)

Effective Catalog Year      Fall 2022

College/School Code  
Graduate School and International Education (GRAD)

Department Code  
Department of Graduate Dean (GRSD)

Program Code      Grad Cert

Program Title

### In Workflow

1. GRAD Dean Initial
2. GRAD Dean Initial
3. Director of Curriculum Review and Program Assessment
4. Registrar Initial
5. Institutional Research
6. GRSD Chair
7. GRAD Dean
8. Global Campus
9. Provost Review
10. University Course and Program Committee
11. Graduate Council
12. Faculty Senate
13. Provost Final
14. Registrar Final
15. Catalog Editor Final

### Approval Path

1. 12/12/21 9:29 am  
Pat Koski (pkoski):  
Approved for GRAD  
Dean Initial
2. 12/12/21 9:30 am  
Pat Koski (pkoski):  
Approved for GRAD  
Dean Initial
3. 12/13/21 9:52 am  
Alice Griffin  
(agriffin): Approved  
for Director of  
Curriculum Review

and Program  
Assessment

4. 12/14/21 9:22 am  
Gina Daugherty  
(gdaugher):  
Approved for  
Registrar Initial
5. 12/14/21 9:24 am  
Doug Miles  
(dmiles): Approved  
for Institutional  
Research
6. 12/14/21 9:50 am  
Pat Koski (pkoski):  
Approved for GRSD  
Chair
7. 12/14/21 9:57 am  
Pat Koski (pkoski):  
Approved for GRAD  
Dean
8. 12/14/21 10:00 am  
Suzanne Kenner  
(skenner): Approved  
for Global Campus
9. 12/21/21 9:09 am  
Ketevan  
Mamiseishvili  
(kmamisei):  
Approved for  
Provost Review

### History

1. Sep 16, 2021 by Lisa  
Kulczak (lkulcza)

Graduate Certificates (Non-Degree) Requirements

Program Delivery

Method

On Campus

Is this program interdisciplinary?

No

Does this proposal impact any courses from another College/School?

No

## Program Requirements and Description

### Requirements

### Graduate Certificates (Non-degree)

As defined by the Arkansas **Division Department** of Higher Education, graduate certificate programs consist of 12 to 21 hours of required course work in a focused area of study. The awarding of the certificate will be shown on the student’s transcript. Students must meet the admission requirements of the Graduate School and the certificate program. Students who enter a graduate certificate program may use up to six hours of course work taken at another accredited university to meet certificate requirements, with approval of the program faculty and the Graduate School. The Graduate School does not impose a limit on the number of hours that may be shared between graduate certificate programs, but a limit may be set by the program. Students who enter a graduate certificate program must complete all certificate requirements within six years of admission to the program. For students who have been admitted to both a graduate degree program and a graduate certificate program, courses taken to meet the requirements of one may also be used to meet the requirements of the other, at the discretion of the **Graduate Certificate** program and the student’s Advisory **Committee for their degree program. Graduate Certificate students must meet, at a minimum, the grade point average requirements of the Graduate School (2.85) although programs may have higher standards.**

#### Committee:

Graduate students fully admitted to a graduate certificate program are allowed to use 6 hours of credit to count for both an undergraduate degree and a graduate certificate. All requirements of **the this** retroactive graduate credit policy will apply and a transcript notation will note that **the the** courses may not be used to fulfill requirements for a graduate degree. See the [list of Graduate Certificates](#) offered.

### Description and justification of the request

Description of specific change	Justification for this change
Adding 2.85 GPA requirement to Graduate Certificate Programs	Graduate Certificate students, in order to graduate with their certificate, have long been required to meet the Graduate School's minimum GPA (2.85) but it has never been explicitly spelled out in the catalog.

Upload attachments

Reviewer Comments

**Alice Griffin (agriffin) (12/13/21 9:45 am):** Updated Arkansas Department of Higher Education to Division.

Key: 855