

Graduate Certificate Programs at Oregon State University

Proposed Policy Statement:

The Graduate Certificate Program at Oregon State University is a structured progression of graduate level courses that constitute a coherent body of study with a defined focus within a single discipline or a logical combination of disciplines. It is designed for a student who has completed a baccalaureate degree and is in pursuit of advanced-level learning. Graduate certificates reflect the educational mission of the University. All certificate programs require a minimum of twenty-four (24) graduate credits with a cumulative grade point average of 3.00 or greater. Students desiring a graduate certificate must be admitted to the University as a credential-seeking graduate student, but are not required to be on track for a specific degree. There is no formal committee requirement for graduate certificates. Certificate students are subject to all general policies governing the courses for the Master's Degree.

Proposed Guidelines for Graduate Certificate Programs at OSU:

Definition

A graduate certificate program is a structured progression of graduate level courses that constitute a coherent body of study with a specific defined focus within a single discipline or a logical combination of disciplines. It is designed for a student who has completed a baccalaureate degree and is in pursuit of advanced-level learning. Graduate certificates reflect the educational mission of the University.

Program Coordination

A designated graduate certificate program coordinator oversees each individual program. The program coordinator is responsible for all aspects of administration of the program - applicant screening, admissions recommendations, and annual reporting to the graduate school. Annual reports will briefly summarize program status and provide statistics on enrollment and student progress. The Graduate School is responsible for certification of program completion.

Admissions

Students must be admitted to the University, either into a graduate degree program or into a graduate certificate program. This requires that the student hold a 4-year baccalaureate degree from an accredited College or University. Individual certificate programs may specify additional requirements, including minimally acceptable grade point averages. Students may be reclassified as "advanced degree students" by following the procedure listed in the Graduate Catalog. Credit earned at OSU prior to admission to the certificate program may be applied toward a certificate as transfer credit, per current graduate credit transfer policy. (p. 17, Graduate Catalog)

Curriculum

The certificate curriculum is a structured progression or collection of courses approved and offered for graduate degree credit at OSU. The curriculum consists of a minimum of twenty-four (24) quarter credit hours, and may include a final project, portfolio, or report for integration of the sequence of course materials. Up to 8 quarter credit hours may be transferred toward a 24 credit hour graduate certificate.

Transcript

Courses and certificates completed will be transcribed by the University Registrar as a part of the student's permanent University record. The certificate is awarded when all course material is satisfactorily completed and a cumulative grade point average of 3.00 has been attained for all courses to be used toward the certificate. Award of a separate document suitable for framing will be at the discretion of (and will be the responsibility of) the unit administering the certificate program.

Integration with current degree programs

Credits earned in fulfillment of a certificate program may be applied to a graduate degree program at OSU, so long as they meet the appropriate standards for use in the degree* and the criteria for transfer credit as defined in the graduate catalog. Courses completed for a degree program may likewise be applied toward a certificate program. Courses completed no more than 7 years prior to the certificate award date may be used to satisfy certificate requirements.

Approval

New certificate programs must be proposed by a department, program, or by combinations of departments or programs, be reviewed and approved by the appropriate School or College committee(s), and must meet with the approval of the Graduate Council, the Curriculum Council, and the Graduate School.

* Includes all current graduate degree programs at OSU (Ph.D., EDD, MF, MBA, MS, MA, Ed.M., MAIS, MAT, MEng, MAgr, MOcE, MPH, MSE).

Approved as amended by the OSU Graduate Council, 10 May 2001;
Approved as amended by the OSU Curriculum Council, 24 May 2001