

Proposed new AR related to UG standalone certificates

AR 32. Undergraduate Standalone Certificates

- a. **Certificates:** A student who has not received a baccalaureate degree from either OSU or another regionally accredited university or college may be granted a certificate. The student must:
 1. Complete current requirements for certificate; a minimum of 15 credits in the certificate must be taken in academic residence;
 2. Achieve a minimum of 2.0 OSU cumulative grade-point average and a minimum of 2.0 for credits applying toward the certificate;
 3. Receive the dean's approval.

Proposed APA policy related to UG standalone certificates

This is based on editing current policy.

Undergraduate, embedded and standalone, as well as post-baccalaureate certificates are defined by OSU as "a specified interdisciplinary program of study leading to an official certificate and notation on the transcript." Undergraduate certificates require a minimum of 27 credits.

A certificate program is distinguished from an academic unit minor in that the courses are from more than one academic unit rather than from a single academic unit. It is distinguished from an option in that the certificate program is separate from, but complementary to, a specific major degree program rather than providing an alternative series of courses within the framework of a single degree program.

At the baccalaureate level, there are three ways to complete a certificate program: a student takes the certificate in conjunction with a formal degree program at the University, a student already has a baccalaureate degree and is earning a post-baccalaureate certificate, or a student is pursuing only an undergraduate certificate. A student not completing a certificate program by the time of conferral of the baccalaureate degree, but who does so at a later time, can receive a subsequent certificate from OSU. This same rule can be applied to someone who completes a certificate and not a degree program; they can receive a subsequent degree from OSU should they choose to continue later and pursue a degree.

Proposals to establish a new undergraduate or post-baccalaureate certificate follow the guidelines for a New Academic Program and are approved via the new program process in the curricular proposal system.

Additional Information: [Academic Regulation #27](#) and Academic Regulation #32*

**Assuming the new AR is approved.*

**Proposed verbiage for units to transition to a standalone certificate
by May 1, 2020**

“Any programs with currently existing undergraduate certificates (both embedded and post-baccalaureate) that wish to offer the certificate as a standalone certificate may do so without going through the curricular review process a second time as long as they inform the Office of the Registrar and the office of Academic Programs and Assessment by May 1, 2020. Those two offices will work together to administratively process that change. Programs that do not choose to utilize this streamlined approach by May 1, 2020, will need to submit a curriculum proposal in the future if they choose to make this change.”