Request for a New Certificate Program University of Nebraska at Kearney

College:	Department/Program:
Proposed Title of Certificate Program:	
Projected Date of Implementation:	
Program Administrator:	

Type of Certificate (check one):

_____ **Undergraduate Certificate** – These programs generally require 12-24 credits of undergraduate-level academic work.

_____ Graduate Certificate – These programs generally require 12-24 credits of graduate-level academic work.

I. Why is this certificate needed? (Rationale)

II. List the major topics and curriculum of certification.

III. Are there additional admission requirements beyond those specified for non-degree students at UNK?

IV. List the major student outcomes (or set of performance based standards) for the proposed certificate.

V. Explain how student learning outcomes will be assessed and describe the structure/process for reviewing assessment findings for the purpose of ensuring continuous improvement of the certificate.

VI. Describe the student population to be served.

VII. How does this certificate complement the campus or departmental mission?

VIII. Describe any relationship to existing programs on the campus or within the university.

IX. List and indicate the resources required to implement the proposed program. Indicate resources (e.g., reallocations or any new resources such as personnel, library holdings, equipment, etc.).

X. Describe any innovative features of the program (e.g., involvement with local or regional agencies, or offices, cooperative efforts with other institutions, etc.)

If this program contains courses from other departments or programs, a statement of their awareness must be obtained from the respective Department Chairman or Program Director.

Department/Program	Signature of Chair/Director	Date
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JNDERGRADUATE Approvals: Department Chair		Date
College Academic Affairs Committee		Date
College Dean		Date
□ Dean, College of Education (if course is part of a Teacher Educati	on Program)	Date
UNK Academic Affairs Committee		Date
Senior Vice Chancellor for Academic and Student Affairs		Date
GRADUATE Approvals: Department Chair		Date
Graduate Program Chair		Date
College Dean		Date
Dean, College of Education (if course is part of a Teacher Educati	on Program)	Date
Dean of Graduate Studies		Date
Senior Vice Chancellor for Academic and Student Affairs		Date