

NAME: \_\_\_\_\_

ID#: \_\_\_\_\_

DATE: \_\_\_\_\_

**THIS CHECKLIST IS AN UNOFFICIAL TOOL FOR PLANNING.**  
 Matriculated students and advisors should consult the Academic Requirements Report in GullNet before and after registering for classes each semester to track academic progress.

**PROGRAM POLICIES**

- All work toward the certificate must be completed within 7 calendar years from the end of the semester or summer term in which such work began.
- Students must maintain a 3.0 GPA.
- No more than 3 credits of C or C+ will be accepted for credit toward the certificate.
- Please note that this certificate is not a teaching certificate and does not carry a teaching credential.

Advisement for the program is available from the Education Leadership Department.

**PROGRAM REQUIREMENTS**

| Course No. & Title   | #Credits | Grade   | Term Completed |
|--|----------|---------|----------------|
| <b>Complete the following (15 credits):</b>                          |          |         |                |
| EDUC 502 Introduction to Research                                    | 3        | _____   | _____          |
| EDUC 560 College Teaching  | 3        | ] _____ | _____          |
| or<br>EDUC 561 Seminar: Issues and Trends in Postsecondary Education |          |         |                |
| or<br>EDUC 563 Teaching Adults                                       | 3        | ] _____ | _____          |
| EDUC 562 College Student Development Theory                          | 3        | _____   | _____          |
| EDUC 620 Legal Issues in Higher Education                            | 3        | _____   | _____          |
| EDUC 665 Internship in Post-Secondary Education                      | 3        | ] _____ | _____          |
| or<br>EDUC 695 Research Seminar                                      |          |         |                |