

Program: Certificate in Higher Education Leadership–Program Management

Dept: Adult Education and Safety Sciences
College: Education and Professional Studies
Code: 3781

Professionals in the field of Higher Education Leadership are frequently charged with effectively and efficiently administering or directing learning focused programs. This certificate pulls from four existing courses in the major to allow students to achieve a level of recognized skills in the area of program management. The competencies identified by the National Association for Student Personnel Administrators, one of the two dominant professional organizations for professionals in student affairs in the USA, includes four competencies that are included within the proposed certificate. Those competencies, which are built into the four courses that comprise the certificate, are: 1. Assessment, evaluation and research, 2. Human and organizational resources, 3. Leadership, and 4. Ethical, Professional Practice.

Coordinator: **Dr. Ed Cunliff**
 Email: ecunliff@uco.edu
 Office: CTL 221
 Phone: 405 - 974 - 2972

Admission Requirements

Also see below for additional requirements based on type of admission.

- Online application for admission (www.uco.edu/graduate/).
- Bachelor’s or advanced degree from an appropriately accredited institution, with an overall grade point average (GPA) of 2.75 or above. Official copies of undergraduate and graduate transcripts from each institution attended with all degrees posted. All transcripts must be from appropriately accredited institutions.
- Evidence of English language proficiency, if not a native speaker. See [Admission to Graduate Studies - English Language Proficiency \(pp. 17-18\)](#).

Other Requirements

- Plan of Study. Each student must file a plan of study with their graduate program advisor and the Jackson College of Graduate Studies (JCGS) by the end of the first semester of graduate work. The plan must be signed and dated by the student and the graduate program advisor before it can be considered official.
- Overall 3.00 GPA or higher.
- 50 percent of course hours must be completed in residence.
- No more than one “C” and no grade below a C.
- Note: All graduate grades, whether repeated or not, will apply to the graduate GPA calculations. No grade of “D” or lower will apply to the degree requirements.

Required Courses.....12 Hours

Course Prefix	Course No.	Course Title
ADED	5073	Mng Adult & Com Programs
ADED	5353	Org. & Admin. of Higher Education
ADED	5423	Education Program Evaluation
ADED	5483	Contemp. Issues in Student Personnel Services

TOTAL HOURS REQUIRED 12 HOURS