

3359-60-06.7 **Graduate certificate program requirements.**

- (A) Admission. A student interested in pursuing a graduate certificate program must possess at least a baccalaureate degree from an accredited college or university. Some certificate programs may require that a student already be enrolled in a specific graduate degree program. Students should consult with the academic department.

- (B) Residency requirements. There are no formal residency requirements for graduate certificate programs. A student may meet the program requirements of the graduate school and the department through either full- or part-time study.

- (C) Time limit. All requirements must be completed within

- (1) Up to one-third of the total graduate credits required may be transferred from an accredited college or university, including the university of Akron. However, the total number of credits that

may be transferred may not exceed the total allowable transfer credits for a concurrent graduate degree program. All transfer credit must be at the “A” or “B” level in graduate courses. The credits must be relevant to the student’s program. A university of Akron student must receive prior approval from his or her academic department for transfer courses taken elsewhere.

- (2) A student seeking to transfer credits must have full admission and be in good standing at the university of Akron. Transfer credit shall not be recorded until a student has completed nine semester credits at the university of Akron with a grade-point average of 3.00 or better. This applies to students who are not concurrently enrolled in a graduate degree program. Twelve semester credits must be completed at the university of Akron with a grade-point average of 3.00 or better for those students concurrently pursuing a graduate degree.
- (3) Individual course transfer of credit must fall within the three-year time limit for those students pursuing only a graduate certificate. The six-year time limit applies to those students concurrently pursuing a master’s degree, and the ten-year time limit applies to those students concurrently pursuing a doctoral degree. No block transfer of credit is permitted for students pursuing only a graduate certificate.

(F) Award of graduate certificate.

- (1) To be cleared for award of graduate certificate, a candidate must have:
 - (a) Completed coursework with a minimum grade-point average of at least 3.00.
 - (b) Filed an application for graduation with the registrar.
 - (c) Paid all applicable fees.
 - (d) Met any other department and university requirements applicable.

- (2) Students enrolled in a certificate program without concurrent enrollment in a graduate degree program will not be permitted to participate in the commencement ceremony.

Effective:

Certification:

Ted A. Mallo
Secretary
Board of Trustees

Prom. Under: 111.15

Rule Amp.: Ch. 3359

Prior Effective Dates: