



**WILMINGTON
UNIVERSITY**

GRADUATE CERTIFICATE PROGRAM FORM

CHECK THE APPROPRIATE PROGRAM:

- Advanced Study for Educators
- Advanced Study for School Administration
- Advanced Study in Applied Technology
- Advanced Study in Finance
- Advanced Study in Management Information Systems
- Post Master's Certificate in Child and Family Counseling
- Post Master's Certificate in Homeland Security
- Post Master's Certificate in Mental Health Counseling
- Post MSN Certificate – Adult/Gerontology Nurse Practitioner
- Post MSN Certificate – Family Nurse Practitioner
- Post MSN Certificate – Nursing Leadership Educator
- Post MSN Certificate – Nursing Leadership Executive
- Post MSN Certificate – Nursing Leadership Legal Nurse Consultant

DATE REQUESTED: _____

Expected Completion Term (circle one): Fall I or II Spring I or II Summer I or II

Last Name (Please Print)

First Name

Student ID

Street Address

City

State

Zip

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Daytime Phone

Evening Phone

SEND FORM TO:

Office of the Registrar
320 N. DuPont Highway • New Castle, DE 19720-6491
Fax: (302) 328-8907

CERTIFICATE PROCEDURES

General Description

These certificate programs allow students to finish a certain amount of credits in a concentrated area to obtain a certificate. After acquiring a certificate, the student may choose to continue and further their education by taking courses to obtain a degree.

Process

- Students choose to major in a certificate program.
- Students are advised on what classes need to be completed to obtain the certificate.
- Students may meet with their advisor/coordinators during the course of their studies.
- When students are enrolled in their last course for completion of the certificate program, the student must fill out the appropriate certificate form.
- The form must be submitted to the Registrar's Office.
- The Registrar Associate responsible for degree conferral/certificate completion will perform an audit to determine if this student has met all certificate requirements. After that has been confirmed, a statement will be noted on the student's transcript.
- The Registrar Associate will also print the certificate and mail it to the student's home address.
- PLEASE NOTE: Certificate candidates are not eligible to participate in a graduation ceremony.