GRADUATE CERTIFICATE PROGRAM FORM

CHECK THE APPROPRIATE PROGRAM:

☑ Advanced Study in Applied Technology
☑ Advanced Study in Environmental Sustainability
☑ Advanced Study in Finance
☑ Advanced Study in Game-Based Learning
☑ Advanced Study in Management Information Systems
☑ Advanced Study in SCADA Cyber Security
☑ Advanced Study in School Counseling
☑ 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

( ) ( )

Daytime Phone Evening Phone

SEND FORM TO:

Office of the Registrar
320 N. DuPont Highway | New Castle, DE 19720-6491
Fax: 302.328.8907
wilму.edu
CERTIFICATE PROCEDURES

General Description

These certificate programs allow students to finish a certain amount of credits in a concentrated area to obtain a certificate only (not a diploma). After acquiring a certificate, the student may choose to continue and further their education by taking courses to obtain a degree.

Process

- Graduate students must maintain a GPA of 3.0 or better to be eligible for a certificate.
- Students choose to major in a certificate program.
- Students may meet with their advisor/Chair during the course of their studies.
- Students are advised on what classes need to be completed to obtain the certificate.
- When students are enrolled in their last course for completion of the certificate program, they 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.