

Certificate Programs at Western Oregon University

Certificate Programs at Western Oregon University are distinctive programs that are designed to better enhance student preparation for employment in specific career areas. As such, WOU Certificate Programs are aligned with professional development and train students for employment in specialized industries and professions. All Certificate Programs at WOU have undergone a thorough curriculum review process at both the campus and Oregon University System levels. Certificates can be part of a degree program or independent of one. Completion of all WOU Certificate Programs will be transcribed through the WOU Registrars office.

Requirements for Certificate Program Curriculum Proposals

Proposals for new Certificate Programs at Western Oregon University must satisfy the following requirements for approval.

- Proposals must go through the full campus curriculum review process as a new program, starting at the department/division level, proceed through the Curriculum or Graduate Studies Committee (as appropriate), Faculty Senate, and ultimately be approved by the WOU Administration.
- All WOU Certificate Programs must be approved at the OUS (or equivalent) level. Proposers will need to complete and submit a “Proposal for a New Certificate Program” to the OUS (or equivalent) for approval.
- All WOU Certificate Programs must be specifically linked to and/or aligned with professional development. As such, Certificate Programs must target the development of proficiency, competency, and/or expertise in the professional realm and provide documented value to an identifiable industry and/or profession.
- All WOU Certificate Programs must require candidates be admitted to WOU before enrolling in the Certificate Program.
- All WOU Certificate Programs must have a minimum of 12 upper-division credit hours. The curriculum must be designed such that the coursework purposefully targets a specific profession. Programs that include a significant number of electives in broad content areas will not be approved.
- Certificate programs of different scopes and purposes that do not conform to the above requirements—such as those aligned to specific industry training or certification—may be approved.
- WOU Certificate Programs can be designed so that students can complete the requirements for a minor and also receive a Certificate in the same area of study if the student has also completed the necessary requirements for that Certificate. Certificates cannot be used to substitute for the minor requirement at Western Oregon University.

- Certificate program proposals must define when students may be granted the certificate by the university, that is, either concurrent with a degree only or independent of one. Once the program is approved, certificate conferral must be consistently applied to all students in that program. Programs may be designed so that students receive the certificate: 1) only when the bachelor's degree or a graduate degree is conferred, 2) prior to completion of a bachelor's degree or graduate degree, or 3) independent of a degree program as a post-baccalaureate or post-graduate.