

Requirements for Award of an Undergraduate Certificate

	<p>Policy identification number: To come...</p> <p>File: Academic Policies > Degree Completion Policies</p> <p>Requirements for Award of an Undergraduate Certificate</p> <p>Policy Summary</p> <p>This policy sets forth the minimum requirements for curricular completion and academic achievement for students to be awarded an undergraduate certificate.</p>
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Policy Owner	Approval Date	Effective Date
Provost and Vice President for Academic Affairs	May 7, 2015	Fall 2016

Search Terms	Scheduled for Review
pvpaa, r, undergraduate, certificate, requirements	Spring 2020

I. Policy Statement

1. Requirements for Award of an Undergraduate Certificate Simultaneous to the Award of an Initial or Second Baccalaureate Degree .
 1. Students must complete the following curriculum requirements as stated in the effective catalog at the specified level of academic achievement to be awarded an undergraduate certificate simultaneous with a baccalaureate degree:
 1. Completion of all requirements set forth for the award of a baccalaureate degree.
 2. Completion of all prerequisite, departmental, and auxiliary courses for the undergraduate certificate as stated in the effective catalog applied for policy statement 1.A.i. with the minimum grade specified for completion of each course and an overall grade point average of 2.00 or higher.
 3. Completion of 12 discrete credits from any major, major concentration, or minor being completed as part of the award of the baccalaureate degree.

2. Requirements for Award of an Undergraduate Certificate Independent of or Subsequent to the Award of a Baccalaureate Degree.
 1. Students are restricted from being awarded an undergraduate certificate that has the same name or substantially the same curriculum as a previously completed major, major concentration, minor, or undergraduate certificate.
 2. Students must complete the following curriculum requirements as stated in the effective catalog at the specified level of academic achievement to be awarded an undergraduate certificate independent of or subsequent to an earned baccalaureate degree:
 1. Completion of all prerequisite, departmental, and auxiliary courses for the undergraduate certificate as stated in the effective catalog with the minimum grade specified for completion of each course and an overall grade point average of 2.00 or higher.
 2. Completion of 12 discrete credits from any major, major concentration, or minor completed for a baccalaureate degree or undergraduate certificate earned at Fort Lewis College or elsewhere.
 3. Any exceptions to policy statements 1A.-2.B. must be authorized by the Provost and Vice President for Academic Affairs.

Responsibilities

For following the policy: Candidates for an undergraduate certificate

For enforcement of the policy: Registrar

For oversight of the policy: Provost and Vice President for Academic Affairs

For notification: Policy Librarian

For development of procedures: Registrar

Cross-Referenced Policies

[Effective Catalog](#)

[Requirements for Award of a Baccalaureate Degree](#)