



Graduate Certificate Programs # 380.045

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
June 2012	October 14, 2022	The University Graduate School

POLICY STATEMENT

Graduate certificates require 15 to 18 hours of graduate credit. At least six of the hours must be in core courses taken by all individuals obtaining a given graduate certificate.

Admission to a graduate certificate program requires an undergraduate degree from an accredited university or college. Individual departments may have additional requirements for admission.

Students enrolled in graduate certificate programs are considered to be non-degree seeking students. As such, up to 12 graduate credits taken in a free-standing graduate certificate may be transferred into a master's degree program. In the case in which a certificate student is admitted to a master's degree program before the student has completed more than 12 graduate credits, all the credits earned in a graduate certificate program may be used toward fulfilling the requirements of the master's degree program. In all cases the Graduate Program Director will evaluate whether or not the graduate certificate credits are acceptable in that particular Graduate program.

Up to 12 credit hours can be transferred toward the completion of a graduate certificate program from a completed master's degree program earned at FIU, subject to the approval of the Graduate Program Director. Students can apply credits from a completed degree to the Graduate Certificate Program for up to two years after the graduate degree is awarded.

At the discretion of the departmental graduate committee, students holding a bachelor's degree who have completed 12 graduate certificate credits with a 3.25 or better GPA may be admitted to a master's degree program without taking the GRE or GMAT examination even if the student has an undergraduate GPA less than 3.0. These students need to apply and be admitted to the master's degree before completing any additional hours in order to have those additional hours counted both for their graduate certificate and their master's degree.

In order to be awarded the graduate certificate, students must maintain graduate academic standing and must have a minimum average cumulative GPA of 3.0 or higher to receive the graduate certificate.



SCOPE

University Community (faculty, graduate students and University Graduate School administration)

REASON FOR POLICY

To establish guidelines for the establishment and awarding of a graduate certificate program.

DEFINITIONS

TERM	DEFINITIONS
N/A	N/A

ROLES AND RESPONSIBILITIES

The Graduate Program will make decisions for admission to the certificate program.

RELATED RESOURCES

N/A

CONTACTS

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HISTORY

Initial Effective Date: Originally 3.2.3 GRADUATE CERTIFICATE PROGRAMS (effective 6/10/03) from *Graduate Policies and Procedures Manual*; June 2012

Review Dates (*review performed, no updates*): January 31, 2024

Revision Dates (*updates made to document*): October 2019; April 20, 2021; October 14, 2022.