**Certificate Program - Create New**

**(Action)**

Date:

College:

Department:

Contact Person: Name, email, phone

**1. Identification of program:**

* 1. Program title:
  2. Required hours:
  3. Program Description:
  4. Classification of Instructional Program Code (CIP):

**2. Learning outcomes of the proposed certificate program:**

**3. Rationale:**

* 1. Reason for developing the proposed certificate program:
  2. Relationship of the proposed certificate program to other programs now offered by the department:
  3. Relationship of the proposed certificate program to certificate programs offered in other departments:
  4. Projected enrollment in the proposed certificate program:
  5. Similar certificate programs offered elsewhere in Kentucky and in other states (including programs at benchmark institutions):
  6. Relationship of the proposed certificate program to the university mission and objectives:

**4. Admission Criteria:**

**5. Curriculum:**

**6. Budget implications:**

**7. Term of implementation:**

**8. Dates of committee approvals:**

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| --- | --- |
| Department |  |
| College Curriculum Committee |  |
| Office of Academic Affairs (if ≥18 hour program) |  |
| Professional Education Council (if applicable) |  |
| Graduate Council Curriculum Committee |  |
| Graduate Council |  |
| University Senate |  |
| Board of Regents |  |