**University of Utah Certificates**

**For-Credit Certificates**

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| **Type of Certificate** | **Description** | **Requirements** |
| Undergrad Certificate | This undergraduate certificate allows a matriculated undergrad student to attain a certificate in a specific topic area while he or she is working on attaining their Baccalaureate degree. | * Student must an admitted UofU undergrad student.
* Certificate must be approved by the Undergrad Council, Senate and Board of Trustees. If under 30 credit hours, does NOT need Board of Regents approval.
* Processed through the Registrar’s Office.
* It goes on the student’s transcript in the Honors and Awards section.
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| Graduate Certificate | A student must have a Baccalaureate degree and/or must be in a graduate degree program.  | * Student must be an admitted UofU undergrad or graduate student.
* Certificate must be approved by the Graduate Council, Senate, Trustees AND Regents
* Processed through the Registrar’s Office.
* It goes on the student’s official transcript in the Honors and Awards section.
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**Noncredit Certificates**

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| **Type of Certificate** | **Description** | **Requirements** |
| Noncredit Certificate - *Professional Class Bundle*  | This noncredit certificate is created based on a business or targeted discipline’s need. It is created using uniquely designed *noncredit* courses. It is created because it is market-driven and addresses skill gaps or provides updated best practices in a given field. The audience is professionals and the classes are specifically designed with the convenience needed by a professional audience.These unique noncredit only classes may be created in partnership with an academic department or with professional associations and organizations. The structure of these vary.Benefits: * It keeps professionals up to date on latest developments in their discipline and allows a way for professionals to earn CEU/PDU
* It provides the community access to the unique resources of the U and engages alumni and potential donors by bringing them back to the U.
 | * These certificates mainly target non-matriculated and/or non-admitted students; however, matriculated and admitted students are welcome to take these courses too.
* These are classes designed and offered by CE Professional and Technology Education.
* These classes have a AOCE attribute in PeopleSoft.
* All related classes go on the student’s official transcript under the non-credit career section.
* The certificate class is transcripted also upon completion.
* Student receives a Certificate from CE upon completion.
* These are not processed through the Registrar’s office.
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| Type of Certificate | Description | Requirements |
| Noncredit Certificate – *University Course Bundle* | This certificate is made up courses that are noncredit sections of for-credit University courses. The department determines which and how many courses are needed to create the noncredit certificate. The department determines the number of community members who may attend in a noncredit capacity. The target audience is professionals. Revenue: the tuition fee offered to the community is 30% of the freshman tuition fee or the tuition fee determined by the department. The department receives 65% of the tuition fee and CE receives 35%.Benefits: * Provides a vehicle for the departments to bundle and market existing and scheduled courses to the professional community.
* It keeps professionals up to date on latest developments in their discipline and allows a way for professionals to earn CEU/PDU
* It provides the community access to the unique resources of the U and engages alumni and potential donors by bringing them back to the U.
 | * These certificates mainly target non-matriculated and/or non-admitted students; however, matriculated and admitted students are welcome to take these courses too.
* These classes are offered through CE’s Academic Noncredit Program.
* The classes are scheduled with an AOCE attribute in PeopleSoft.
* All related classes go on the student’s transcript under the non-credit career section.
* The certificate class is transcripted also upon completion (CE creates this in collaboration with the department)
* Student receives a Certificate upon completion.
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