

**Wichita State University  
Academic Affairs Committee**

Guidelines for Undergraduate Certificate Programs

**DEFINITION**



On-time graduation rate for students completing the program;  
Job placement rates; and  
The median loan debt incurred by students who completed the program.  
Curriculum routing sheet with the appropriate departmental, college and university signatures.

**CRITERIA FOR APPROVAL:**

Principles for assessing the academic quality of proposals:

A demonstrated need must exist.

Course work should offer clear educational objectives at the undergraduate level.

Course work comprising the certificate program must be an integrated and organized sequence of study

Deans, chairs, and other administrators will address resource issues in their statement of support.

**RECOGNITION:** Students completing an undergraduate certificate program will receive an appropriately worded certificate. Notation will be made on the student's transcript when a certificate has been awarded.

**PROMOTION:** Approved undergraduate certificate programs will be listed in the