

# GRADUATE CERTIFICATE IN PROJECT MANAGEMENT

The College of Business offers a Graduate Certificate in Project Management. This graduate certificate is designed for professionals wishing to increase their job skills through the knowledge of formal project management methodology as demonstrated through a mastery of the Project Management Institute's Project Management Body of Knowledge (PMBOK®), MBA students wishing to broaden their skills or to have their skills recognized through a certificate program, and students from other disciplines interested in broadening their knowledge of the use of project management within organizations. Courses focus on the application of project management methodology within public and private sector organizations. This certificate program requires 15 hours of graduate credit, plus non-credit coursework Microsoft Project® and/or the successful completion of the 'Microsoft Specialist: Managing Projects with Microsoft Project®' certification. The non-credit Microsoft Project® Basics and Advanced coursework and the required certification may be taken prior to admission to the certificate program. Certification in Microsoft Project® or a similar commercial project management software product will satisfy the course requirement. Admission to the certificate program is required or current enrollment in the MBA program at UNA. Admitted MBA students may apply for the certificate program through the MBA Coordinator. Applicants not currently enrolled in the MBA program who would like to pursue the certificate will be required to meet the admission criteria of the MBA Program or the Executive MBA at UNA. Admission requires formal application through the standard University procedures before applying for the certificate program.

Certification in Microsoft Project® or a similar commercial project management software product received before or during the program will also satisfy this requirement.

Achieve certification in 'Microsoft Specialist: Managing Projects with Microsoft Project®'. The payment and scheduling of the certification exam is handled externally by the student and documentation of successful completion is required. Certification in a similar commercial project management software will also satisfy this requirement.

## Requirements for a Graduate Certificate in Project Management

Code	Title	Hours
<b>Academic Credit Courses</b>		
MG 585	Project Management	3
MG 624	Organizational Behavior	3
MG 670	Developing High Performance Teams	3
MG 685	Cases in Applied Project Management	3
<b>Independent Study</b>		
Independent Study capstone <sup>1</sup>		
Select one from the following:		3
AC 698	Independent Study / Research	
CIS 698	Independent Study/Research	
EC 698	Independent Study/Research	
FI 698	Independent Study/Research	
MG 698	Independent Study/Research	
MK 698	Independent Study/Research	
Total Hours		15

<sup>1</sup> The student will complete a real world capstone project based on project management principles within the independent study course in his/her discipline; to be taken after completing Cases in Applied Project Management (MG 685).

### Non-Academic Credit Courses

Microsoft Office Project® Basics and Advanced courses offered by UNA's Division of Professional, Interdisciplinary, and Continuing Education.