



**2018-2019 PROGRAM REQUIREMENTS**  
**Award: Graduate Certificate**  
**Program of Study: Social Sciences**

**About This Major . . .**

This graduate certificate is designed for high school teachers who need certification to teach history and political science courses for lower-division college level credit.

All CMU program completers are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, all recipients of a Social Sciences Graduate Certificate will be able to:

1. Contribute to scholarly advancement in the chosen field by completing projects individually and collaboratively (specialized knowledge/applied learning);
2. Create oral and written arguments or explanations, well-grounded in discipline-specific theories and methods, for specified audiences (communication fluency);
3. Formulate and evaluate hypotheses as related to research problems, issues, concepts, and various perspectives (critical thinking);
4. Synthesize, evaluate, or refine the information base of various scholarly sources (information literacy); and
5. Evaluate moral, ethical, legal, or professional challenges within the discipline (ethical reasoning).

**Advising Process and DegreeWorks**

This document is intended for informational purposes to help determine what courses and associated requirements are needed to earn a certificate. Some courses are critical to complete in specific semesters while others may be moved around. Meeting with an academic advisor is essential in planning courses and discussing the suggested course sequencing. It is ultimately the student's responsibility to understand and fulfill the requirements for her/his intended certificate.

DegreeWorks is an online degree audit tool available in MAVzone. It is the official record used by the Registrar's Office to evaluate progress towards a certificate and determine eligibility for graduation. Students are responsible for reviewing their DegreeWorks audit on a regular basis and should discuss questions or concerns with their advisor or academic department head. Discrepancies in requirements should be reported to the Registrar's Office.

**Graduation Process**

Students must complete the following in the first two months of the semester prior to completing their certificate requirements (for one semester certificates complete in the first week of class):

- Review their DegreeWorks audit and create a plan that outlines how unmet requirements will be met in the final semester.
- Meet with their advisor and modify their plan as needed. The advisor must approve the final plan.
- Submit the "Intent to Graduate" form to the Registrar's Office to officially declare the intended graduation date and commencement ceremony plans.
- Register for all needed courses and complete all requirements for each degree sought.

Submission deadlines and commencement details can be found at <http://www.coloradomesa.edu/registrar/graduation.html>.

If your petition for graduation is denied, it will be your responsibility to apply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.

## **INSTITUTIONAL GRADUATE DEGREE REQUIREMENTS**

The following institutional requirements apply to all CMU graduate-level degrees. Specific programs may have different requirements that must be met in addition to institutional requirements.

- Graduate certificates consist of a minimum of 5 credit hours. Master's degrees consist of a minimum of 30 credit hours. Doctoral degrees consist of a minimum of 60 credit hours
- All credits in a graduate program must be minimally at the 500-level.
- At least fifty percent of the credit hours must be taken at CMU.
- Students must achieve a 3.00 cumulative GPA or higher in all CMU coursework.
- Students may not apply coursework with a grade lower than a "B" toward graduation requirements.
- A course may only be used to fulfill one requirement for each degree/certificate.
- Capstone exit assessment/projects (e.g., Major Field Achievement Test) requirements are identified under Program-Specific Requirements.
- The Catalog Year determines which program sheet and certificate requirements a student must fulfill in order to graduate. Visit with your advisor or academic department to determine which catalog year and program requirements you should follow.
- See "Requirements for Graduate Degrees and Certificates" in the catalog for a complete list of graduation requirements.

## **PROGRAM-SPECIFIC REQUIREMENTS**

- 18 semester hours are required for the Graduate Certificate in Social Sciences.
- For additional information on applicable policies, please refer to the Graduate Policies and Procedures Manual.

**GRADUATE CERTIFICATE: SOCIAL SCIENCES REQUIREMENTS** (18 semester hours, must pass all courses with a grade of "B" or better.)

- HIST 501 - Early American History (3)
- HIST 502 - Late American History (3)
- HIST 510 - Early European History (3)
- HIST 511 - Modern European History (3)
- POLS 501 - Theories of Political Science (3)
- POLS 505 - American Government (3)

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## **SUGGESTED COURSE SEQUENCING**

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### **Year One, Summer Semester**

- HIST 501 - Early American History (3)

### **Year One, Fall Semester**

- HIST 502 - Late American History (3)

### **Year One, Spring Semester**

- HIST 510 - Early European History (3)

### **Year Two, Summer Semester**

- HIST 511 - Modern European History (3)

### **Year Two, Fall Semester**

- POLS 501 - Theories of Political Science (3)

### **Year Two, Spring Semester**

- POLS 505 - American Government (3)
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