

# SPECIALIZED STUDY IN INFORMATION SCIENCE, CERTIFICATE

## Program Description

The Certificate of Specialized Study in Information Science is designed to complement graduate degree programs offered within the School of Information Science. It is designed to enhance the student's career opportunities, professional development, and career readiness by providing preparation and additional specialization in areas of study and concentration critical to those working in a variety of industries and capacities within the Library and Information Science field. The Certificate of Specialized Study in Information Science may also be of interest to students enrolled in other graduate degree programs wishing to gain specialized knowledge and skills in the field of Library and Information Science. Requirements for admission to the Certificate are the same as those for the MLIS program. Completion of the Certificate of Specialized Study in Information Science will acknowledge to the prospective employer the student's additional preparation for specific job responsibilities.

## Learning Outcomes

1. Students will demonstrate an understanding of their professional development goals.
2. Students will demonstrate an understanding of what specialized knowledge and/or skills are needed to meet their professional development goals.
3. Students will demonstrate specialized knowledge and/or skills in a specific chosen area of the field.

## Academic Progress

Students must present a grade point average of at least 3.0 (B average) on all courses taken in the program at the time of graduation. Students who earn a grade below B on more than six hours of course work or a grade of D, F, WF, or U in any course will not be allowed to continue in the program. Students who receive a grade below C in a course cannot apply the course toward graduation. Students who receive a grade of D+ or D in a required course (i.e. joint program requirements or NCATE requirements) must retake the course to attain a grade of at least a C.

Additionally, Graduate School policy states that graduate students whose cumulative grade point average (GPA) drops below 3.00 will be placed on academic probation and allowed one calendar year to raise the GPA to at least 3.00. Students who do not reach a cumulative 3.00 GPA during this grace period will not be permitted to enroll for further graduate work.

## Admissions Requirements

Admission to the Certificate program is selective and based on the faculty's assessment of the applicant's aptitude for graduate study and potential contribution to the profession. The faculty take a holistic approach to the admissions process. Consequently, an applicant's entire file and interview are taken into consideration before an admission decision is made. The following materials are required for full consideration:

1. The School of Library and Information Science Supplemental Application (accessible through the Graduate School application), where applicants respond to statement provided;
2. Official transcripts from all other colleges or universities attended (whether or not a degree was earned);
3. Two letters of recommendation attending to your academic performance and/or job performance—letters from friends and relatives addressing personal attributes do not qualify;
4. A qualifying score on either the GRE or MAT—a previously earned master's degree may be accepted in lieu of a test score at the discretion of the admissions committee; and, if appropriate for applicants whose native language is not English, a qualifying score on a test of English as another language and appropriate immigration documentation.

## Certificate Requirements (12 Hours)

For the Certificate of Specialized Study in Information Science degree, an approved Program of Study with 12 semester hours of graduate course work must be completed with a minimum grade point ratio of 3.00 (B) overall. In partial fulfillment of the requirements for graduation, each student will submit an electronic portfolio documenting learning and professional growth during the Certificate program.

## Program of Study

Students may choose their elective courses in library and information science or a related discipline after consultation with an academic advisor. Each student's program of study will be tailored according to prior course work and the student's professional objectives. Courses which will be more than six years old at the time the Certificate is awarded may not be included on the student's Program of Study.

## Coursework

Course	Title	Credits
Select one of the following:		
ISCI 794	Internship in Library and Information Science	3
ISCI 796	Independent Study in Library and Information Science	
Thesis Prep		
3-credit hour capstone experience (with approval of the student's advisor or the Graduate Director)		
Select 9 hours of electives		9
<b>Total Credit Hours</b>		<b>12</b>

## End-of-Program Portfolio

In their final semester, students will submit an end-of-program portfolio as part of the requirements for completing the Certificate of Specialized Study in Information Science. Students will submit a single portfolio with an additional required section specifically addressing the certificate required for students who have concurrently earned the certificate and the MLIS.