

### Advanced Professional Certificate Guidelines

Student Name \_\_\_\_\_

APC Program \_\_\_\_\_

Minimum Requirements: (1) A cumulative GPA of 3.00 in courses applied to certificate, and (2) a minimum of 12 unique credits (out of 15 total) that apply to this APC alone and do not count to another APC or MPS program. Certificate Programs must be planned and approved in advance by the program Associate Dean and filed with the Academic Affairs Office and will not be awarded retroactively to students.

Grades: A = 4.00; A- = 3.67; B+ = 3.33; B = 3.00; B- = 2.67; C = 2.00; F = 0.00

Course Name and Number	Semester Completed	Credits Earned	Numeric Grade Earned	Are Credits Unique to APC (Yes/No)?

To calculate GPA, add total of numeric grades and divide by total credits earned. APC GPA = \_\_\_\_\_ (3.00 required)

Approvals

\_\_\_\_\_

APC Associate Dean Signature

\_\_\_\_\_

MPS Associate Dean Signature (if cross-counting credits)