

PROJECT MANAGEMENT GRADUATE CREDIT CERTIFICATE PROGRAM

Admission Requirements

Applicants apply for admission to the program via the Graduate School application for admission (<https://gradschool.psu.edu/graduate-admissions/how-to-apply/>). Requirements listed here are in addition to Graduate Council policies listed under GCAC-300 Admissions Policies (<https://gradschool.psu.edu/graduate-education-policies/>). International applicants may be required to satisfy an English proficiency requirement; see GCAC-305 Admission Requirements for International Students (<https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-300/gcac-305-admission-requirements-international-students/>) for more information.

Only applicants who demonstrate high promise of success for graduate work are admitted to the program. Admission decisions are based on:

1. Undergraduate grade-point average
2. A personal essay
3. Two submitted letters of recommendation

The applicant's cumulative undergraduate grade-point average or the junior/senior grade-point average is required to be a 3.0 or better.

The certificate in Project Management emphasizes application of course concepts to actual project management opportunities and problems. Therefore, students who currently are, or previously were, employed as project managers or project team members will derive the greatest benefit from the program. All applicants must provide evidence of sufficient current or previous work experience that will enable them to successfully complete course assignments requiring the application of course concepts to real project management situations. This evidence may be provided in either the form of two letters of recommendation from individuals who know the applicant in a professional capacity or through nomination to participate in the program by an appropriate official within the applicant's employing organization. Those who write letters of recommendation or submit nominations on behalf of the applicant will be asked to attest to the nominee's suitability for the program of study considering factors such as the applicant's length of employment, level and areas of work responsibility, personal qualities, career goals, maturity of purpose, and program requirements to apply course concepts to work-related issues. Applicants are encouraged to consult with the program chair concerning the suitability of their work experiences in relationship to program requirements.

All students must be computer literate and have ready and reliable access to a computer and the Internet to successfully complete the certificate. They must know how to use word processing software, log on to an Internet provider, and use email. Additionally, students will use Microsoft Office in their course work that will require they have a working knowledge of Microsoft Office programs such as Word, Excel, Power Point, and Access. Access to fax facilities may be needed as an additional form of communication between student and instructor or between students.