Implementation Form - Undergraduate Certificates

This form must accompany a certificate proposal. It is used by administrative offices to better assist departments and programs with implementation.

Certificate Name: Certificate in Folklore
Faculty Program Director: Rob Howard
Primary Faculty/Staff Contact: Ralph Grunewald (grunewald@wisc.edu)
Home Department/Academic Unit (Name/UDDS): Comparative Literature and Folklore Studies
School/College: College Letters and Science

Approval Date:
- Summer 2000
- Fall 2000
- 10/19/2000

UAPC Approval Date: 2000-2001
Implementation Term (usually the fall term after UAPC approval):
Year that first program review is scheduled (usually 5 years after implementation):

Person/office responsible for maintaining requirements in DARS: Ralph Grunewald
Plan Code (assigned by the Registrar’s Office): CERT424
Plan Descr (assigned by the Registrar’s Office): Folklore Cert
CIP Code (assigned by Academic Planning and Analysis): 050209
Primary Divisional Disciplinary Assignment (assigned by APA for analysis purposes only): HUM

Curriculum (check one):
- Included in detail in the proposal
- X A list of required and elective courses is attached

Credit total required: 15
All core/required courses are approved through Divisional Committee: Yes
All courses numbered less than 699: Yes
The credit total is less than half of the credits required for related majors: N/A
Currently N/A, Folklore does not offer a major
Special topics courses are only used if all instances count for the certificate: Yes
Courses taken as Pass/Fail are allowed: No
Courses taken Credit/No Credit are allowed.  

Will exceptions to the course core requirements be allowed?  

What is the requirement for credits taken in residence at UW-Madison (default is at least 50%)?  

Does the certificate have enough flexibility to make it accessible to transfer students and students who identify an interest as late as their junior year?  

Will the certificate use the default GPA requirements of GPA of 2.0 to be earned on all course work for the certificate?  

Specify overlap provisions – name degree/major or certificate programs that may not be earned along with the certificate. Note that majors take priority over certificates.  

There are none  

Program faculty and staff understand that a student’s graduation should not be delayed to complete the certificate.  

The department/program has a process in place to send declaration forms to the Registrar’s Office.  

Which students are eligible for the certificate? Check those that apply.  

___ X ___ Undergraduates in all schools/colleges (this is the default eligibility)  

_____ Undergraduates in specific schools/colleges.  

List specific schools/colleges:  

___ X ___ University Special (non-degree seeking students). Complete the noted section below.  

Making Undergraduate certificates available to Special Students  

(Special students must hold a bachelor’s degree to enroll in an undergraduate certificate program. Special students should be served only after all demand by degree-seeking undergraduates is met.)  

The certificate will be open to Special students who graduated from UW-Madison.  

If yes, specify any restrictions or limits: None  

The certificate will be open to Special students who graduated from other institutions.  

If yes, confirm that the proposal explains how resources are available to support these students without disadvantaging degree seeking students.  

The default minimum residency requirement applies, that at least 50% of the certificate credits must be earned at UW-Madison.  

The department/program has a process in place to send declaration forms to the Registrar’s Office.  

The department/program has a process in place to notify the Registrar’s Office when Special Students complete the certificate requirements.  

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Certificate Requirements

**Certificate in Folklore**

The certificate in folklore is available to students working for a baccalaureate degree in any UW–Madison school or college, and to Special students. The purpose of the certificate is to acquaint students with the nature of folklore, its study, its public presentation, and its relations to a range of human experiences, intellectual currents, and professional endeavors.

The certificate requires 15 credits, including at least one course from each of the following four clusters:

1. **Introductions to the Field:** 100, 230
2. **Genres of Folklore:** 103, 211, 220, 237, 339, 352, 359, 450, 451, 460, 539, 655
4. **Issues, Theories, Methods:** 344, 410, 428, 471, 490, 491, 510, 512, 515, 520, 530, 560, 639

At least four courses must be at the 300 level or above. Directed Study (399) may be used to satisfy one cluster requirement, but only with the approval of the certificate advisor and the director of the certificate program. Certificate seekers are urged to consult the undergraduate advisor at the earliest possible opportunity.