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 Pilates
Faculty Program Director: Collette Stewart
Primary Faculty/Staff Contact: Li Chiao-Ping
Home Department/Academic Unit (Name/UDDS): Dance/176020
Approval Date: April 5, 2013
School/College: School of Education
Approval Date: May 15, 2013
UAPC Approval Date: June 25, 2013
Implementation Term (usually the fall term after UAPC approval): Fall 2013
Year that first program review is scheduled (usually 5 years after implementation): Fall 2018

Person/office responsible for maintaining requirements in DARS:
Education Academic Services
Plan Code (assigned by the Registrar’s Office): CERT622
Plan Descr (assigned by the Registrar’s Office): Pilates Cert
CIP Code (assigned by Academic Planning and Analysis): 500399
Primary Divisional Disciplinary Assignment (assigned by APA for analysis purposes only): HUM

Curriculum (check one):
______Included in detail in the proposal
______A list of required and elective courses is attached

Credit total required: 20
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. Yes
Special topics courses are only used if all instances count for the certificate. Yes/No
Courses taken as Pass/Fail are allowed. No

If yes, specify limits:

DRAFT Certificate Implementation Form, March 24, 2012
Courses taken Credit/No Credit are allowed.
   If yes, specify limits:

Will exceptions to the course core requirements be allowed? Yes, but rarely

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

Will the certificate use the default GPA requirements of GPA of 2.0 to be earned on all course work for the certificate? No

   If No, specify other requirements.

2.5 cumulative GPA is required; it is the GPA standard for the Dance department

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. None

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

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

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. Yes

   If yes, specify any restrictions or limits:

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

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

   (We have room to accommodate these student, but do not anticipate many.)

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

   If No, specify other limits: All substitutions must pass through our curriculum committee.

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

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