

PREPARING FUTURE FACULTY, CERTIFICATE IN (GRADUATE CERTIFICATE)

The Certificate in Preparing Future Faculty is a 12-credit hour program which will be offered in a fully online format. The curriculum is designed to introduce students to the roles and responsibilities of faculty members in institutions of higher education. The course work highlights what students can expect as faculty members before entering the professoriate. In the certificate program, students will learn about the different types of faculty positions and institutions. Students will also develop a competitive and practical portfolio that includes their teaching, research and diversity statements as well as creating sample syllabi and their curriculum vitae. In the required externship, students will gain real-world experience to develop and practice skills as faculty under the guidance of a full-time faculty member in their chosen field. Graduates of the certificate program will be prepared to enter the professoriate with the knowledge and skills needed to effectively integrate teaching, research and service within faculty roles across disciplines.

Student learning outcomes

Upon completion of this certificate, graduates will be able to demonstrate the following skills:

- Explore post-graduate faculty career paths with a focus on the skills and experience needed to be effective in these roles
- Identify a variety of potential higher education settings and roles appropriate to the research/discipline
- Articulate research and teaching background and qualifications to support the pursuit of faculty positions
- Develop deliverables specifying the long-term teaching and research paths envisioned
- Gain experience developing and teaching courses within the discipline
- Cultivate a network of faculty mentors and peers working in higher education from a variety of disciplines

VCU Graduate Bulletin, VCU Graduate School and general academic policies and regulations for all graduate students in all graduate programs

The VCU Graduate Bulletin website documents the official admission and academic rules and regulations that govern graduate education for all graduate programs at the university. These policies are established by the graduate faculty of the university through their elected representatives to the University Graduate Council.

It is the responsibility of all graduate students, both on- and off-campus, to be familiar with the VCU Graduate Bulletin as well as the Graduate School website (<http://www.graduate.vcu.edu/>) and academic regulations in individual school and department publications and on program websites. However, in all cases, the official policies and procedures of the University Graduate Council, as published on the VCU

Graduate Bulletin and Graduate School websites, take precedence over individual program policies and guidelines.

Visit the **academic regulations section for additional information on academic regulations for graduate students.** (<https://bulletin.vcu.edu/academic-regs/>)

Graduation requirements

As graduate students approach the end of their academic programs and the final semester of matriculation, they must make formal application to graduate. No degrees will be conferred until the application to graduate has been finalized.

Graduate students and program directors should refer to the following graduation requirements as published in the Graduate Bulletin for a complete list of instructions and a graduation checklist.

Visit the **academic regulations section for additional information on graduation requirements.** (<https://bulletin.vcu.edu/academic-regs/grad-graduation-info/>)

Apply online today. (<https://www.vcu.edu/admissions/apply/graduate/>)

Admission requirements

Degree:	Semester(s) of entry:	Deadline dates:	Test requirements:
Certificate	Fall	Apr 1	

The admission requirements outlined below will apply to all students. All applicants to the graduate certificate programs are required to meet the admission requirements of the VCU Graduate School (<https://bulletin.vcu.edu/graduate/study/admission-graduate-study/admission-requirements/>). Applicants will be required to submit the following materials to the Graduate School admissions office:

- Application form and application fee
- Three letters of recommendation, professional and/or academic
- Official undergraduate transcripts from all schools attended
- A personal statement of purpose outlining career goals
- A resume stating relevant work experience

No transfer credit hours are accepted for this certificate program. Credits from a degree already awarded cannot be applied toward the certificate.

For international students, the following is required:

- Submit an official transcript evaluation from a recognized foreign educational credentials evaluation service accredited by the National Association of Credential Evaluation Services (NACES) or the American Association of Collegiate Registrars and Admissions Officers (AACRAO).
- A Test of English as a Foreign Language (TOEFL) minimum composite score of 100 for the Internet Based Test (IBT) or 600 for the paper-based score; or an International English language Testing System (IELTS) score minimum of 6.5 on the academic exam.
- A score of 68 or higher on the VCU English Language Program Compression test. Students who do not achieve a score of 68 will be placed in the appropriate level English language proficiency courses.

Students in the Certificate of Preparing Future Faculty program must complete 12 hours of coursework.

Degree requirements

Course	Title	Hours
Core courses		
EDUS 640	The Academic Profession	3
EDUS 650	College Teaching and Learning	3
GRAD 606	Internship/Externship in Professional Teaching	3
Electives		
Select three credits from the following with approval from the program director.		3
GRAD 604	Teaching, Learning, Technology and the Future of Higher Education	
GRAD 691	Topics in Graduate Education	
OVPR 603	Responsible Conduct of Research	
A relevant 500-level course, including topics related to education, teaching and learning, or professional development.		
Total Hours		12

Students who complete the requirements for this program will receive a Certificate in Preparing Future Faculty.

Contact

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