

## Graduate Certificate in Program Evaluation

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The Graduate Certificate in Program Evaluation is designed for students who seek to become more knowledgeable in program evaluation skills. The certificate will enable students to have a critical understanding of key program evaluation techniques and tools for analyzing data gathered from tests and surveys. Students will learn about evaluation approaches, how to plan and design evaluations, and how to design logic models; students will also gain practice in carrying out an actual program evaluation as a result of completing this certificate.

### Curriculum

Curriculum for acquiring the Graduate Certificate in Statistical Methods and Analyses in Education and Behavioral Sciences includes 12 hours of coursework:

- **Required Course:**
  - **REMS 5013 Research Methods.** Introduction to the concepts of research design, methodology, sampling techniques, internal and external validity, and the scientific method in educational problem solving. Critical analysis of educational research studies and the writing of proposals.
  - **REMS 6373 Program Evaluation I.** This course provides an introduction to the theoretical and practical aspects of program evaluation in education and other institutional settings. Evaluation approaches/models will also be examined, and ethical issues that influence the practice will be explored.
  - **REMS 6383 Program Evaluation II.** This course provides a practical application to conduct a program evaluation project. Specifically, this course will provide an opportunity to apply the principles and standards to conduct an actual evaluation of a program.
- **Choose One of Two:**
  - **SCFD 5913 Introduction to Qualitative Inquiry.** Examination of the major approaches and fieldwork techniques of qualitative research as well as the challenges associated with conducting this form of inquiry. The course explores both the theoretical foundations of qualitative inquiry and the primary methods of data collection and analysis
  - **SCFD 6123 Qualitative Research I.** This course investigates the traditions, philosophies, and techniques of qualitative research, including participant observation, interviewing and document analysis. Students practice qualitative techniques and engage in preliminary data analysis.
  - Similar courses from related disciplines will be considered as recommended by the student's advisory committee.

Any and all courses applied to a certificate at OSU can still be applied to a graduate degree program at OSU.

### Admissions Requirements

- An undergraduate GPA of at least 3.00

- Two positive letters of reference
- A statement of professional-related experience and goals (3 pages, double-spaced) emphasizing the applicant's pertinent personal, educational, and professional experiences and setting for one's professional aspirations.
- International students must include a signed Confirmation of Resources form and TOEFL scores.
- Completion of the online application to the Graduate College (<https://app.it.okstate.edu/gradcollege>)

Retention in the program requires students to earn a minimum GPA of 3.0 and maintain good standing as set forth by the OSU Graduate College Academic Standing Requirement.

Graduation standard to receive the Graduate Certificate in Statistical Methods and Analyses in Education and Behavioral Sciences requires students to earn at least a B (3.0) in all courses.

### How to Make Sure You Get Your Graduate Certificate in Statistical Methods and Analyses in Education and Behavioral Sciences

For those of you enrolled in or interested in the Graduate Certificate, make sure you follow all the steps necessary to actually get your certificate. **You do not automatically get the certificate just because you complete the coursework.** The basic steps for a graduate certificate are the same as a regular degree program. You have to submit an application and fee, be admitted, complete the required courses, and submit the required graduation paperwork. A plan of study is required for a graduate certificate

#### 9. Apply for Admission

You must apply for admission with the Graduate College, even if you are already admitted in another graduate program at the same time. Visit <https://gradcollege.okstate.edu/apply> and complete the online application to the Graduate College. At this time you are to submit the admissions requirements listed above.

#### 10. Complete the Plan of Study

Before your graduating semester, go to <https://gradcollege.okstate.edu/planofstudy> and submit a Plan of Study for only the 12 certificate courses. You will be asked to list your advisor, which is typically the director of the graduate program, but will not need to list committee members.

#### 11. Complete the Graduation Clearance Form

In your **last** semester of certificate coursework, go to the Plan of Study login and complete the Graduation Clearance form for the certificate.

#### 12. Apply for Your Certificate

Once your advisor signs off on the Graduate Clearance Form you can apply for your certificate by following the steps below. <https://gradcollege.okstate.edu/FormsPage>

## Contact Information

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For the most up-to-date information, visit the

**REMS Website:** <https://education.okstate.edu/remis/>

Graduate Certificate FAQs: <https://gradcollege.okstate.edu/graduate-certificate-faqs>