

## Certificate Programs

For students who are looking for professional development, certificate programs offer a course concentration in a specific area of study.

Certificates that offer college credit typically involve taking six to 10 courses of three credits each. The credits typically can be applied to a degree. Noncredit certificates also involve a series of courses but do not earn college credits. Noncredit certificates often award continuing education units instead, which measure and officially recognize the time involved in the program. Prerequisites, curriculum, and admission requirements vary for each certificate program. Our interdisciplinary certificate programs represent collaboration between the many schools and departments at Pitt. All credit courses are taught by regular University faculty.

### Accounting

postbaccalaureate: 24 credits

Acquire both a practical and theoretical foundation in the field of accounting. Develop a career in accounting or another business field in which substantial knowledge in accounting is an asset. A bachelor's degree (in any field) is required to pursue this certificate.

### Communication

undergraduate: 24 credits

Refine and polish your communication skills in a variety of areas, including nonverbal communication, public speaking, organizational communication, and persuasion in political settings.

### Community Health Assessment

undergraduate: 18 credits

Learn to communicate and interact effectively with people from diverse backgrounds, identify behaviors that promote or compromise health, and learn to apply administrative and data skills to nonprofits. This multidisciplinary curriculum is for people currently in or desiring to enter the health services field.

### Corporate/Community Relations

undergraduate: 18 credits

Learn how organizations large and small educate, inform, and/or persuade various internal and external publics. Explore the dynamic nature of mass media, how they affect audience response, and how to develop the strategies and messages that will effectively achieve an organization's goals.

### Digital Media

undergraduate: 18 credits

Produce engaging interactive programs as you explore the importance and power of visual images in corporate communications. Understand the history, evolution, and techniques of using images to communicate with mass audiences. Learn how to incorporate exciting new technologies to inform, persuade, and entertain.

### Engineering and Technology Management

graduate: 15 credits

Improve your professional communication and management skills to more effectively manage projects. This program prepares technically trained professionals to bridge the gap between operations and management. Choose from three tracks: quality management, engineering and project management, or emerging technology management.

### Gerontology

graduate: 15–16 credits

Stay competitive in your field with specialized knowledge of aging and the aging process. Adapt your delivery of services, programs, or products with in-depth knowledge of the biological, psychological, and sociological aspects of an aging population. Choose a specialization track in dentistry, law, nursing, occupational therapy/rehabilitation, public health, or social work, or a multidisciplinary track.

### Information System Design

undergraduate: 18 credits

Prepare for educational growth, career advancement, or career change in the information systems field. Pursue as a stand-alone continuing education program or as preparation for a bachelor's, master's or doctoral degree.

### Managing Health Services Programs and Projects

undergraduate: 18 credits

Improve your administrative and business skills in the healthcare field with an emphasis on grant and research project management. The multidisciplinary curriculum is for people currently in or desiring to enter the health services field, and includes courses in such subject areas as statistics, health services, communications, and public service.

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## **National Preparedness and Homeland Security**

undergraduate: 18 credits

This certificate focuses on the analytical and managerial aspects of preparedness, and will help train both future and current professionals to handle emergencies as leaders in business, government, and nonprofit agencies. Created through a partnership with the University's Center for National Preparedness, this certificate will help to create the experts needed to respond to any type of disaster, whether natural or man-made.

## **Nonprofit Management**

undergraduate: 18 credits

Make a difference in society. Get a start or gain advanced standing in the nonprofit arena with coursework that gives you insight into the field. Couple your marketing, advertising, program development, fundraising, or public relations foundation with a certificate in Nonprofit Management. Upon completion of this certificate, participants will be able to organize, manage, or supervise a nonprofit; effectively raise revenue through fundraising; and understand the structural and financial issues unique to nonprofits.

## **Women's Studies**

undergraduate: 18 credits

Both women and men can fulfill a personal and practical understanding of women's roles in society. Explore a feminist philosophy of the social, political, and economic equality of the sexes.

## **Writing**

undergraduate: 18 credits

Polish and refine your writing skills. Electives may be taken in any combination of poetry, fiction, and nonfiction writing.

## **Writing for the Professions**

undergraduate, 18 credits

Prepare yourself to communicate with fellow specialists as well as nonexperts in your chosen discipline. Develop professional writing skills that are critical to success in many positions, including those that are primarily technical in nature. Learn how to determine a specific goal and/or purpose of a document, then organize and develop clearly written prose in support of that purpose.

## **Kenneth P. Dietrich School of Arts and Sciences Certificates**

American Sign Language  
Children's Literature  
Conceptual Foundations of Medicine  
Geographic Information Systems  
Germanic Language  
Historic Preservation  
Jewish Studies  
Leadership  
Medieval and Renaissance Studies  
Photonics  
Public and Professional Writing  
Women's Studies

## **University Center for International Studies Certificates**

African Studies  
Asian Studies  
European Union Studies  
Global Studies  
Latin American Studies  
Russian and East European Studies  
West European Studies

## **College of General Studies**

The College of General Studies provides adult and continuing education programs that are designed to address changing employer and student needs. The high-quality, flexible programs include courses, certificates, and degrees. The college provides a single point of access to the University's innovative programs and services that both enrich lives and promote the economic health of the region.

***Requirements subject to change. Check with an academic advisor before registering.***

For more information, contact:  
**University of Pittsburgh**  
**College of General Studies**  
**412-624-6600**  
**[www.cgs.pitt.edu](http://www.cgs.pitt.edu)**