

Certificate Completion Requirements

Policy Information

Issuing Office

Registrar's Office

Affected Parties

Students

Policy Language

All matriculated students, whether Resident or Liberty University Online, must meet the same academic requirements for certificate completion. Online certificate-seeking students must have all courses within the certificate successfully completed before being considered candidates for the awarding of a certificate.

1. The undergraduate certificate requires a minimum of 18 semester hours. Each program differs; therefore, the student must follow the certificate requirements carefully.
2. Each undergraduate certificate program requires a minimum GPA of 2.00.
3. To satisfy the requirements for the fields of study, only final grades of C or above, in all certificate courses, will apply towards successful certificate completion.
4. Students who return to Liberty to complete a second certificate at the undergraduate level must have at least 3 credit hours remaining and must take a minimum of 3 additional hours of coursework at Liberty to qualify for a second certificate.
5. All 18 semester hours of the certificate coursework must be completed at Liberty.

A Certificate Completion Application must be filled out at the beginning of the final semester before the certificate can be awarded. The Certificate Completion Application is found here: <http://www.liberty.edu/index.cfm?PID=4849>.

Policy Rationale

To outline the parameters set forth by the University regarding certificate-seeking students.

Definition of Glossary Terms

None specified

Procedural Information

Procedures

None specified

Sanctions

None specified

Exceptions

None