

Graduate Certificate in Higher Education Administration

The 9 hour certificate in Higher Education Administration is a generalist certificate that affords students an opportunity to be introduced to the academic scholarship on higher education, the study of colleges and universities. It is intended for several primary audiences: 1) PhD students who intend to work in higher education as faculty members or in other positions such as academic advisors; 2) Administrators who find that some formal exposure to academic literature topics related to colleges and universities would help them in their administrative positions; and, 3) Current administrators who may wish to update their knowledge of the theory and research on higher education.

With careful planning and in consultation with an advisor, prospective students could use certain courses toward the master's, EdD (or PhD) in higher education.

The certificate will offer two options:

Option #1 for individuals with bachelors degrees: ELPS 780 Introduction to Higher Education is the anchoring course. The student would take 2 additional courses selected from among master's courses. These could be counted towards a master's degree.

Option #2 is for individuals with significant administrative experience or who have a doctoral degree. The anchoring course is ELPS 851 The History of Higher Education in the United States. Students will take two electives selected from among master's or doctoral courses. With careful planning, these courses could count towards either the EdD or PhD.

Graduate Admissions Requirements

Applicants must meet both the University and departmental admission requirements to be considered for the program.

University of Kansas Graduate Admission Requirements

- All applicants must meet the requirements outlined in the Admission to Graduate Study (<https://policy.ku.edu/graduate-studies/admission-to-graduate-study/>) policy.
- Bachelor's degree: A copy of official transcripts showing proof of a bachelor's degree (and any post-bachelor's coursework or degrees) from a regionally accredited institution, or a foreign university with equivalent bachelor's degree requirements is required.
- English proficiency: Proof of English proficiency (<https://gradapply.ku.edu/english-requirements/>) for non-native or non-native-like English speakers is required. There are two bands of English proficiency, including Admission and Full proficiency. For applicants to online programs, Full proficiency is required.

Certificate in Higher Education Administration Application Requirements

- A completed graduate application (<https://gradapply.ku.edu/>).
- Application fee.
- Official transcripts of all degree-granting post-secondary institutions you have attended and an official transcript for each degree earned.

- Personal statement declaring your interest in the program and its relationship to your graduate course or study and/or career objectives.

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While completing the following degree requirements, graduate students are expected to understand and follow Office of Graduate Studies policies (<https://policy.ku.edu/office/Graduate-Studies/>) relevant to their student status and academic standing.

9 credit hours are required.

Core Course (3 hours): Students select either ELPS 780 or ELPS 851.

Code	Title	Hours
ELPS 780	Introduction to Higher Education Administration (Students with a bachelor's degree take this course.)	3
OR		
ELPS 851	The History of Higher Education in the United States	3

Electives (6 hours): Depending on the selected program option, students may choose two additional courses from these electives. Students can choose other electives in consultation with the coordinator.

Code	Title	Hours
ELPS 782	Diversity, Equity and Inclusion in Higher Education	3
ELPS 882	Higher Education in the United States	3
ELPS 883	The College Student	3
ELPS 884	College Student Access, Persistence, and Success	3
ELPS 885	Assessment and Program Evaluation in Higher Education	3
ELPS 973	Research on College Students	3
ELPS 980	Finance of Higher Education	3
ELPS 986	Organization and Governance of Higher Education	3
ELPS 985	Program Evaluation in Higher Education	3
ELPS 987	Diversity Leadership in Higher Education	3
ELPS 786	Introduction to College Leadership	3
ELPS 979	Postsecondary Leadership and Practice	3

At least 50% of coursework in the certificate degree must be at the 700 level or above.

At the completion of this program, students will be able to:

- Identify and explain the interrelated institution, policies, and practices that comprise the system of higher education.
- Identify and explain systems of education in social and historical context.
- Identify, evaluate, and respond to various constituencies in higher education with a goal towards supporting them.

- Demonstrate and apply concepts to present-day problems and practice.