2. UNDERGRADUATE CERTIFICATE PROGRAMS

Undergraduate certificate programs provide training opportunities for those students enrolled at UTSA as undergraduates. Certificate programs are narrower in scope and shorter in duration than baccalaureate degrees. Undergraduate certificate programs are neither "degree" programs nor teacher certification programs. Students wishing to be certified to teach at the elementary, middle school, or high school level should refer to the "Teacher Certification Programs for Undergraduate Students" page.

Currently, the following undergraduate certificate programs are offered:

- Certificate in Aerospace Engineering (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/mechanicalengineering/#certificatestext) offered by the Department of Mechanical Engineering, College of Engineering and Integrated Design.
- Certificate in Artificial Intelligence (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/electricalcomputerengineering/#certificatestext) offered by the Department of Electrical and Computer Engineering, College of Engineering and Integrated Design.
- Certificate in Athletic Coaching (http://catalog.utsa.edu/undergraduate/educationhumandevelopment/sportseducation/#certificatestext) offered by the College of Education and Human Development.
- Certificate in Community Engaged Leadership (http://catalog.utsa.edu/undergraduate/architectureandplanning/#certificatestext) offered by the Department of Kinesiology, College for Health, Community and Policy.
- Certificate in Computer Programming for Engineers (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/electricalcomputerengineering/#certificatestext) offered by the Department of Electrical and Computer Engineering, College of Engineering and Integrated Design.
- Certificate in Data Center Design (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/#certificatestext) offered by the College of Engineering and Integrated Design.
- Certificate in Design Communication and Fabrication (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/architectureandplanning/#certificatestext) offered by the School of Architecture and Planning, College of Engineering and Integrated Design.
- Certificate in Engineering Projects in Community Service (EPICS) (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/#certificatestext) offered by the College of Engineering and Integrated Design.
- Certificate in Geologic Sciences (http://catalog.utsa.edu/undergraduate/sciences/geologicsciences/#certificatestext) offered by the Department of Geosciences.
- Certificate in Heating, Ventilation and Air-Conditioning (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/mechanicalengineering/#certificatestext) offered by the Department of Mechanical Engineering, College of Engineering and Integrated Design.
- Certificate in Industrial and Manufacturing Engineering (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/mechanicalengineering/#certificatestext) offered by the Department of Mechanical Engineering, College of Engineering and Integrated Design.
- Certificate in Legal Studies (http://catalog.utsa.edu/undergraduate/universitycollege/#certificatestext) offered by University College.
- Certificate in Nutrition for Health Professionals (http://catalog.utsa.edu/undergraduate/healthcommunitypolicy/#certificatestext) offered by the College for Health, Community and Policy.
- Certificate in Oil/Gas (http://catalog.utsa.edu/undergraduate/engineeringintegrateddesign/mechanicalengineering/#certificatestext) offered by the Department of Mechanical Engineering, College of Engineering and Integrated Design.
- Certificate in Public Policy and Data Analysis (http://catalog.utsa.edu/undergraduate/healthcommunitypolicy/publicadministration/#certificatestext) offered by the Department of Public Administration.
- Community Health Worker Certificate (http://catalog.utsa.edu/undergraduate/healthcommunitypolicy/#certificatestext) offered by the College for Health, Community and Policy.

Admission Requirements

Undergraduates who are currently enrolled in baccalaureate degree programs or enrolled as non-degree-seeking students and who wish to earn undergraduate certificates are eligible to seek enrollment in undergraduate certificate programs. An undergraduate wishing to enroll in a certificate program should contact the Certificate Program Advisor and request permission to enter into the program. An approval is needed to enter into a certificate program and must be granted by the Certificate Program Advisor and the Dean of the college in which the certificate program is housed.

Students not currently admitted to UTSA who wish to earn undergraduate certificates will be required to apply for admission to UTSA as non-degree-seeking, special students at the undergraduate level, and indicate in the application process their desire to pursue the requirements for undergraduate certificates. Applicants will be required to meet University admission requirements for special students at the undergraduate level. After the student is admitted to UTSA as a special undergraduate, the
2. Undergraduate Certificate Programs

Student needs to contact the Certificate Program Advisor and request
permission to enter into the certificate program. Approval to enter into a
certificate program must be granted by the Certificate Program Advisor
and the Dean of the college in which the certificate program is housed.

Any student admitted to a certificate program without being currently
enrolled in a baccalaureate degree program is considered a non-degree-
seeking student. If such a student wishes to enter into a degree program,
he or she will be required to reapply to UTSA as a degree-seeking
undergraduate. Admittance into or completion of a certificate program
is not considered to be qualification for admission as a degree-seeking
undergraduate.

Students who are pursuing a certificate as non-degree-seeking students
will not be eligible for financial aid or Veterans Administration educational
benefits.

Graduate students may enroll in undergraduate certificate programs,
provided they meet the requirements for enrollment in a graduate
certificate program (see UTSA Graduate Catalog).

Certificate Requirements

Each undergraduate certificate program at UTSA must require a minimum
of 15 semester credit hours, at least 9 of which must be at the upper-
division level. Unless the certificate program specifically requires or
permits a course to be taken at another institution, all courses that may
be used to satisfy the requirements of an undergraduate certificate
program must be college-level courses taken at UTSA.

Some courses required for undergraduate certificate programs may
require certain prerequisite courses to adequately prepare students
for the needed course. Before enrolling in any course required for
a certificate program, students will be required to satisfy all the
prerequisites for the course as listed in the course description.

In order to receive an undergraduate certificate from UTSA, a student
must meet the following minimum requirements:

1. Complete all the requirements of the individual undergraduate
certificate program.
2. Receive a grade of "C-" or better in each course used to satisfy the
   requirements of the individual undergraduate certificate program.
3. Achieve at least a 2.5 grade point average (on a 4.0 scale) in all
courses used to satisfy the requirements of the individual certificate
program.

The student’s Certificate Program Advisor will verify the completion
of requirements. Upon completion of the certificate requirements or
graduation from a degree-granting program offering the certificate—
see specific program for details—the certificate will be recorded on the
student’s undergraduate transcript.

It is the responsibility of the student to meet with the Certificate Program
Advisor during the last semester of certificate coursework in order
to verify that all requirements for completion are met. Students who
complete a certificate program without completing a degree program do
not receive a University diploma.

Applying for the Certificate

It is the student’s responsibility to apply for the certificate by
submitting a completed Application for Undergraduate Certificate (pdf)
(https://onestop.utsa.edu/wp-content/uploads/FORM_2021-2022-
Application_for_Certificate.pdf) to the One Stop Enrollment Center by

the deadline: fall deadline is September 15, spring deadline is February
15, summer deadline is June 15. All late petitions for an undergraduate
certificate are due no later than the last day of the semester of
graduation. Students with questions about the application should contact
Graduation Coordination at graduationcoordination@utsa.edu.