



Ohio Administrative Code

Rule 3335-9-32.1 Requirements for certificate of study.

Effective: [October 16, 2023](#)

A certificate of study may be awarded concurrent with or following the student's receipt of a baccalaureate degree. Award of such certificates shall attest to demonstrated competence in a coherent academic curriculum, program, or area of study.

(A) To obtain a certificate a student must:

- (1) Have been or be enrolled in the university during the last semester, summer term, or session of work necessary to complete the certificate requirement. In addition, the student must meet any residency requirement established by the college or school recommending the certificate.
- (2) Have earned through regular course enrollment a minimum of thirty semester credit hours in an approved certificate program. No certificate program shall require enrollment in and credit for more than sixty semester credit hours. At least one-third of all semester credit hours earned in a certificate program shall be at the 4000-level or above. No more than five credit hours in the certificate program may be counted toward the student's undergraduate major or minor. Credit hours used to fulfill the requirements for one certificate may not be counted toward any other certificate.
- (3) Have earned the mark of "A," "A-," "B+," "B," "B-," "C+," "C," or "C-" for all courses counted toward the completion of the certificate requirements.
- (4) Have attained an undergraduate cumulative grade point average of 2.00 (or a graduate cumulative grade point average of 3.00, as appropriate) in courses used to satisfy the certificate program requirements.
- (5) Have satisfactorily met all additional college or school requirements for the certificate involved.
- (6) Have filed an application for the certificate in accordance with rules prescribed by the college, or school.



(B) Waiver of any part of this rule in the case of individual students may be made only by the council on academic affairs upon recommendation of the executive committee of the college, colleges, or school. The executive vice president and provost shall transmit all affirmative actions of the council under this section to the secretary of the student's enrollment unit and to the university registrar for notation on the student's permanent record.

(C) The colleges of dentistry, law, medicine, optometry, pharmacy, and veterinary medicine, and the graduate school may establish requirements and conditions, rather than those above, for certificates of study. Such requirements must be approved by the council on academic affairs.

(D) Authority for approval of all certificate programs shall rest with the council on academic affairs. Proposal for graduate certificates must also receive the approval of the graduate council. The president of the university and the university senate shall be regularly informed of council actions in this regard.