

## APPLYING TO THE INTERDISCIPLINARY QUALITATIVE CERTIFICATE PROGRAM

### APPLICATION MATERIALS

Applications for the Interdisciplinary Qualitative Certificate program are accepted from:

1. Students who have been admitted and have matriculated into Master's and doctoral degrees at the University of Georgia. Students who have been admitted to the University of Georgia Graduate School should see the Qualitative Research Program website for information on how to apply to the Certificate program:

<http://www.coe.uga.edu/leap/academic-programs/qualitative-research/certification/application-procedure/>

2. Applicants seeking to complete the Certificate program as non-degree students. Persons seeking admission to the Interdisciplinary Qualitative Studies Certificate program who are not already admitted to a degree program at the University of Georgia, must have completed a master's or doctoral degree at an accredited institution of higher education. Applicants are responsible for submitting application materials required for admission. These items include, but are not limited to, the following:

- On-line application for admission
- Application-processing fee
- Transcripts
- Letters of recommendation

International applicants must submit the following additional materials:

- Official TOEFL or IELTS scores sent by testing agency
- Certificate of Finances form

Completed materials should be mailed to:

Graduate Admissions  
University of Georgia  
320 E. Clayton St., Suite 400  
Athens, GA 30602-4401  
USA

For applicants seeking to complete the Certificate program as non-degree students, supplemental materials required by the Qualitative Research Program include:

- (1) Statement of purpose
- (2) CV or resume, and
- (3) Writing sample

These should be mailed directly to:

Academic Advisor  
Department of Lifelong Education, Administration, and Policy  
University of Georgia  
315 River's Crossing  
850 College Station Road  
Athens GA 30602, USA

Application materials are reviewed by the Graduate School and the academic program, and applicants will be scheduled for an admissions interview.

The Graduate School reviews the program's recommendation and makes the final determination on acceptance. Applicants must be admitted to the Graduate School before they are eligible to register. Official acceptance is conveyed to the applicant in a formal letter issued by the Office of Graduate Admissions. Admission is granted for a specific semester and is validated by registration for that semester.

In addition students are required to participate in the 3-hour Integrative Qualitative Research Seminar (QUAL 9400), which is designed to assist students in integrating learning from the various qualitative research methods courses. This seminar is the forum for students to discuss and critique research proposals and research dilemmas, and teaching qualitative research.

Students will take at least an additional 3 hours of course work. These remaining hours may be chosen from the list of elective courses at the link above. Because qualitative methods vary across academic disciplines, the way in which the credit hours are packaged may vary. The qualitative faculty will assist students in developing a program that both meets the needs and interests of the individual student as well as the requirements of the IQS Program. The intent is that the 18 hours and additional experiences in qualitative research will lead to the mastery of the certificate objectives.

#### CERTIFICATE COURSE REQUIREMENTS FOR NON-DEGREE STUDENTS

The certificate requires 18 semester hours of credit, which includes the successful completion of a study that uses qualitative research methods or a combination of qualitative and quantitative methods. In lieu of a dissertation or thesis, non-degree students must submit a publishable paper reporting on the study. Students must complete 9 hours of core courses, from the three clusters of required courses outlined at:

<http://www.coe.uga.edu/leap/academic-programs/qualitative-research/certification/iqs-coursework/>