**Human Development and Leadership Certificate Program**

 Certificate programs are a specialized set of courses emphasizing a professional skill or knowledge base offered by Murray State University. Certificate programs enhance an existing degree discipline or provide additional educational background in a new field or profession.  The requirements for admission vary by program and programs typically range from 12 to 21 credit hours.  Successful completion of certificate program requirements will be posted on the student’s transcript. The maximum completion time allowed is eight years from the start of certificate coursework. MSU Certificate programs are neither degree programs, initial teacher certification programs, nor a Rank change certified by the KY Educational Professional Standards Board. Please contact the program coordinator in the area in which you are interested for more information.

**Overview:** The Human Development and Leadership Certificate program is designed for individuals working in positions such as administrative, program development, or direct services positions in a wide range of settings. This certificate will provide additional information and skills for those with leadership responsibilities or for those wanting to move toward assuming a greater leadership role. The four courses focus on the self (HDL660), working with diverse individuals and cultures (HDL670), developing an understanding of and how to utilize assessments in non-clinical settings (HDL675), and understanding the process of working in and with groups (HDL692).

**Administration:** The Human Development and Leadership certificate program is administered by the Coordinator of the HDL program, housed within the Educational Studies, Leadership and Counseling department, College of Education. HDL faculty within the department will assist the Coordinator as needed in developing and reviewing the program objectives, approving courses within the HDL program, and approving student projects and requests for course substitutions.

**Requirements for Admission:** Students with an undergraduate degree or those currently enrolled in a graduate or professional degree program may apply for the Human Development and Leadership Certificate program. Persons who already hold a graduate degree may also apply for the Certificate program.

Applicants must comply with Murray State University requirements (see College of Education chapter in the current Graduate Bulletin). For unconditional admission, an undergraduate GPA of 3.0 or higher is required. For conditional admission, applicants will be required to write a letter explaining their GPA, what has changed that would lead to the probability of success in the program, and their purpose in pursing the HDL certificate program. The Department Chair and program Coordinator admission decision will be determined based on the probable successful completion of the Certificate courses.

**Certificate Program Requirements:** The Human Development and Leadership Certificate requires the successful completion (with a GPA of 3.0) of twelve hours of graduate-level coursework to include the four courses listed below. Students may transfer up to six credit hours of similar graduate study. This program leads to a non-practice credential and is not approved by the EPSB.

**Total Certificate Requirements . . . . . . 12 hours**

Required Courses:

 HDL 660 Developing Human Potential Seminar (3)

 HDL 670 Multicultural Issues in Human Services (3)

 HDL 675 Assessment of Human Potential (3)

 HDL 692 Group Process (3)

HDL 660 Developing Human Potential Seminar (3). A course designed to familiarize students with those factors which prevent individuals from reaching their full personal, social, and professional potential. Emphasis will be on developing student ability to recognize these factors and the skills for positively effecting individual potential.

 \*\*personal development focused on leadership related to professional potential

 Understanding the stages of development and social/personal issues to negotiate at each level to reach potential

HDL 670 Multicultural Issues in Human Services (3). The purpose of this course is to focus on the role that cultural environment plays in the lives of people and the implications of that role for helping professions and the helping process. There will be an overview of the different microcultures to which individuals belong and implications for the delivery of services. It is expected that the student will learn how to use the concept of pluralism in the provision of services to multicultural individuals and populations.

HDL 675 Assessment of Human Potential (3). This course focuses on the understanding and utilization of assessments related to personal and professional growth and development.

 --understanding and utilizing assessments from a non-clinical approach

HDL 692 Group Process (3) A study of the history and characteristics of group processes and structure as well as issues in leadership style and development of a model in small group interaction. (May not be used toward school counseling certification)

 --Understanding self and others in group settings and interactions, practical experience in application of information to leading and/or observing small group interactions; application to the particular work setting, team building and utilization of teams