

CERTIFICATE PROGRAMS

GENERAL INFORMATION

UMM offers the following certificate programs:

Audio/Media Production
Book Arts
Entrepreneurship
Family Studies
Geographic Information Systems Applications
Advanced GIS Applications
High School Psychology Teacher Preparation
Human Resource Management Marketing
Mental Health & Rehabilitation Technician/Community Sustainability

Students who complete the requirements outlined below will receive a certificate and have the certificate noted on their UMM transcript. Students in UMM degree programs may earn certificates, as may students who are not enrolled in a degree program. Current students should declare their intention to complete a Certificate by filing a Change of Program form, available through the UMM Registrar's Office or Advising Center. New students should apply through the UMM Admissions Office.

Students must satisfy the UMM residency requirement for certificate programs, taking at least 12 credit hours through UMM.

Students should notify UMM Registrar's Office when they are ready to complete final requirements for the certificate.

Audio/Media Production Certificate

The Audio/Media Production certificate program is a 25-credit program in which students develop a variety of production projects in their courses that become part of a

professional portfolio. Students will build skills working with digital recording studios, Pro Tools, and the Adobe Creative Cloud suite that supports photography, video editing, graphic design, print design, web design and audio editing, among other applications. There is a required internship intended to provide further professional experience, networking, and references for future employment. This program appeals to musicians who might want to produce their own music, and those interested in graphic design, media, public relations and digital marketing.

| Certificate Requirements | | 25cr |
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| <i>Select one of the following:</i> | | <i>3</i> |
| <i>ART 213 Graphic Design I or</i> | | |
| <i>ART 219 Photography I</i> | | |
| COE 201 | Cooperative Education | 3 |
| MUS 104 | Music in Film: 20 th Century & Beyond | 3 |
| MUS 107 | Intermedia Improvisation | 1 |
| MUS 115 | Intro to Music: Listening | 3 |
| MUS 119 | Fundamentals of Music: Literacy | 3 |
| MUS 211 | Recording/Digital Audio Production I | 3 |
| MUS xxx | Recording/Digital Audio Production II | 3 |
| VID 101 | Digital Video Production | 3 |

Book Arts Certificate

The Book Art Certificate Program is a 27-credit, one-year system of study that immerses the enrollee into the world of bookmaking as an artistic expression. Courses include Book Arts, Publishing, Papermaking, and selected credits from the following studio offerings: Book Illustration, Graphic Design, Photography, and Drawing. It also includes a final capstone course of the Certificate project that may include a series of works of either a traditional or experimental nature, or an edition of an artist's book. The immersion into this program has an appeal to both the traditional arts student and those seeking specific teaching certification, or the non-traditional student who wishes to hone their studio skills.

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| Certificate Requirements | 27cr |
| ART 216 Book Arts I | 3 |
| ART 217 Papermaking I | 3 |
| ART 326 Book Arts II | 3 |
| ART 214 Papermaking II | 3 |
| ART 452 Book Arts Certificate Capstone Project | 3 |
| ART 421 Directed Study in Art Studio | 3 |

Select nine credits from the following courses: 9

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| <i>ART 210 Drawing I</i> | |
| <i>ART 214 Graphic Design</i> | |
| <i>ART 212 Illustration</i> | |
| <i>ART 219 Photography</i> | |
| <i>ART 313 Photography II</i> | |
| <i>ART 310 Drawing II</i> | |
| <i>ART 320 Life Drawing</i> | |
| <i>ENG 242 Periodical Publishing</i> | |

Entrepreneurship Certificate

The Entrepreneurship Certificate program offers students a flexible opportunity to acquire, develop and demonstrate business and risk management skills. The certificate program requires 18 credit hours (6 courses), consisting of five required courses and one elective from ACC, BUS, MAN, MAR or a non-business elective approved by the business faculty. Such an elective should be related to entrepreneurship.

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| Certificate Requirements | 18 cr |
| BUS 111 Intro to Business & Entrepreneurship | 3 |
| MAN 302 Small Business Management for Entrepreneurs | 3 |
| MAN 406 Entrepreneurship | 3 |
| MAR 101 Marketing & Entrepreneurship | 3 |
| MAR 306 Marketing Management for Entrepreneurs | 3 |

Select three credits from one of the following subject areas: 3

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| ACC Accounting | |
| BUS Business | |
| MAN Management | |
| MAR Marketing | |

Certificate in Family Studies

This five-course, 15-credit certificate program in Family Studies is designed to give students introductory level core curriculum credits with a focus on parenting and strengthening families. This curriculum helps students assume the role of change agents for their children, families, and communities as well as prepares them for additional coursework that transfers into future degree programs. This certificate is part of a larger innovative post-secondary program, Family Futures Downeast (FFD) for Washington County parents. The program is dedicated to assisting families to break the cycle of poverty through whole-family education. Parents with children apply for free to this cohort program that has been collaboratively designed with an emphasis on removing barriers that make it difficult for parents to transition into college and find success.

Members of University of Maine at Machias, Washington County Community College, and the Community Caring Collaborative developed curriculum and support structures that allow parents to achieve in a post-secondary setting while gaining skills and knowledge in order to change outcomes for themselves and their children. This structure provides a rich and rewarding educational experience in which students receive all possible opportunities to flourish. Individual students receive academic, financial, and social supports for navigating the college setting, which for many will be new and challenging terrain.

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| Certificate Requirements | 15cr |
| ENG 101 Composition | 3 |
| MAT 1xx Family Resource Management | 3 |
| PSY 102 Personal Growth | 3 |
| PSY 1xx Parenting Children & Adolescents | 3 |
| SPE 104 Public Speaking | 3 |

Geographic Information Systems Applications Certificates

These certificates are designed for students majoring or working in related fields who wish to enhance their employment prospects or future graduate work with skills in geographic information systems (GIS). Such skills are in demand in economics, education, geosciences, government, planning, landscape architecture, public health, public safety, recreation, humanities, graphic design and marine, earth and life sciences.

Coursework stresses hands-on service learning along with relevant theory, giving students practical experience in addressing real-world problems and questions.

At least one-third of all credits used toward the GIS certificates must be taken at UMM.

Certificate in GIS Applications

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| Certificate Requirements | 15-16 cr |
| GIS 230 GIS Applications I | 4 |
| GIS 330 GIS Applications II | 4 |
| GIS 204 Global Positioning Systems (GPS) | 1-2 |

Select additional six or more credits of GIS elective courses at the 300-level or higher 6

Advanced Certificate in GIS Applications

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| Certificate Requirements | 24-25 cr |
| GEO 101 Intro to Geography | 3 |
| GIS 230 GIS Applications I | 4 |
| GIS 330 GIS Applications II | 4 |
| GIS 204 Global Positioning Systems (GPS) | 1-2 |

Select additional nine or more credits of GIS elective courses at the 300-level or higher 9

Select additional three credits from one of the following areas: GIS, Graphic or 2-D Design,

Computer Applications Development, CADD, surveying methods, or others as approved by Division of Environmental & Biological Sciences 3

High School Psychology Teacher Preparation

This post-baccalaureate certificate program is designed for high school psychology teachers. The American Psychological Association Council of Representatives has approved a new set of national guidelines that outlines models for preparing high school teachers to teach psychology effectively. APA advocates the development of a teaching credential endorsement for psychology in all states and recommends that pre-service teachers complete a second teaching field or endorsement for their teaching credential. Completing this certificate is a way high school teachers can establish competence for teaching psychology and helps ensure future competitiveness for individual high school teachers.

This certificate is available only to holders of baccalaureate degrees earned at regionally accredited post-secondary institutions.

Certificate Requirements 28-29 cr

Foundation Courses

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| PSY 110 Introduction to Psychology | 3 |
| SSC 420 Research Methods | 4 |
| <i>Select one of the following:</i> | 3-4 |

MAT 113 Intro to Statistics

MAT 215 Applied Statistics

Select one of the following: 3

PSY 420 Learning & Memory

PSY 430 Perception & Cognition

Breadth courses

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| PSY 214 Psychology of Prejudice | 3 |
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Select one of the following: 3

PSY 201 Developmental Psychology

PSY 212 Lifespan I

PSY 324 Lifespan II

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| PSY 442 Physiological Psychology | 3 |
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Application/Pedagogical Development

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| PSY 203 Educational Psychology | 3 |
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| PSY 311 Social Psychology | 3 |
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Human Resource Management Certificate

The Human Resource Management Certificate program offers students a flexible opportunity to acquire, develop and demonstrate a variety of personal management skills related to the broad spectrum of the Human Resource function within their organizations. The certificate program requires 18 credits hours, consisting of five required courses and one elective of the student's choice, as listed below.

| Certificate Requirements | | 18 cr |
|-------------------------------------|---|--------------|
| BUS 324 | Labor Relations Management | 3 |
| BUS 325 | Business Ethics & Social Responsibility | 3 |
| MAN 301 | Management | 3 |
| MAN 315 | Negotiations | 3 |
| MAN 332 | Human Resource Management | 3 |
| <i>Select one of the following:</i> | | 3 |
| BUS 332 | <i>Leadership</i> | |
| MAN 303 | <i>Project Management</i> | |
| MAN 313 | <i>Managerial Decision-Making</i> | |
| MAN 318 | <i>Human Behavior in Organizations</i> | |

Marketing Certificate

The Marketing Certificate program offers students a flexible opportunity to acquire, develop and demonstrate a variety of marketing skills related to the broad spectrum of the Marketing function within their organizations. The certificate program requires 18 credit hours, consisting of five required courses and one elective of the student's choice, as listed below.

| Certificate Requirements | | 18 cr |
|-------------------------------------|---|--------------|
| MAR 101 | Marketing & Entrepreneurship | 3 |
| MAR 218 | Advertising | 3 |
| MAR 323 | Personal Selling | 3 |
| MAR 324 | Consumer Behavior | 3 |
| MAR 306 | Marketing Management | 3 |
| <i>Select one of the following:</i> | | 3 |
| MAR 215 | <i>Marketing Channels</i> | |
| MAR 315 | <i>Marketing for Non-profit Organizations</i> | |
| MAR 406 | <i>Marketing Research</i> | |

Mental Health & Rehabilitation Technician/Community Certificate

Any student who is interested in a career in mental health services, including being a counselor, therapist, case manager, or clinical psychologist, or in any associated nursing or medical field, can use MHRT courses to benefit their professional development.

MHRT/C is a standardized training & certification process that prepares people to meet the basic requirements for employment in the field of adult and older adult mental health and rehabilitation services in the state of Maine. The UMM Certificate in MHRT provides the ten courses required for state MHRT/C certification.

| Certificate Requirements | | 30 cr |
|---------------------------------|---|--------------|
| PSY 211 | Intro to Behavioral & Community Mental Health Systems | 3 |
| PSY 213 | Psychosocial Rehabilitation Practices | 3 |
| PSY 313 | Counseling Diverse Populations | 3 |
| PSY 324 | Lifespan II | 3 |
| PSY 326 | Vocational Aspects of Disability | 3 |
| PSY 328 | Case Management | 3 |
| PSY 329 | Trauma & Recovery | 3 |
| PSY 332 | Crisis Identification & Resolution | 3 |
| PSY 351 | Chemical Dependency & Dual Diagnosis Counseling | 3 |
| PSY 302 | Intro to Counseling | 3 |

Sustainability Certificate

The Sustainability Certificate program offers students a flexible opportunity to acquire an understanding of the economic, political, social, scientific and technological assumptions and analyses underlying the concept of sustainability, including intergenerational equity, redistribution of wealth and income, and preservation of economic, social and natural capital.

Certificate Requirements **18 cr**

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| ENV 1xx | Intro to Sustainability | 3 |
| ENV 112 | Environmental Issues | 3 |
| ENV 4xx | Sustainability Capstone | 3 |

Select 9 credits from the following: 9

- ANT 212 Environmental Anthropology*
- ANT 313 Political Ecology*
- BUS 326 Sustainable Business*
- ECO 223 Environmental Economics*
- ENV 213 Environmental Ethics & Values*
- ENV 223 Environmental Economics*
- GIS 230 Intro to Geographic Information Systems*
- HTY 321 World Environmental History*
- POS 305 Environmental Policy*
- PSY 224 Community Psychology & Environment*
- REM 223 Ecotourism*
- REM 327 Recreation Behavior & the Environment*
- SOC 314 Environmental Law/Environmental Crime*

Select one of the following:

- BUS 332 Leadership*
- REM 225 Leadership & Group Dynamics*