

# The Post Graduate Certificate Series

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CLU's Post Graduate Certificate Series enables those with graduate degrees to further distinguish themselves in the work force and advance their career opportunities by continuing to broaden their knowledge base.

Individuals who have already earned their MBA, MPPA or a similar advanced degree can earn a certificate in one of CLU's MBA professional tracks by completing a set of four targeted courses. Additional courses may be required for students without an MBA degree to meet prerequisites for select Professional Tracks.

The Post MBA program is tailored to the working professional and a certificate of mastery can be completed in one year by attending class one evening per week.

## Specifics of the Program-CLU's Post Graduate Certificate Program Series

- is offered exclusively to individuals who already hold an MBA or similar graduate-level degree.
- can be completed in one year by going to class one night per week, or by taking two years to complete the four courses. Courses are offered year-round (four 11-week in-class terms) giving certificate candidates flexibility to balance the demands of career and personal commitments with the pace of the program.
- is tailored to the working professional. Classes are held in the evening and, in some cases, on weekends.
- provides a choice of six professional tracks: Enterprise Innovation & Entrepreneurship, Finance, Human Capital Management, Information Technology, International Business, and Marketing. Course requirements will vary depending on applicant's academic background and will be determined during the admission process.
- allows professionals to continue graduate-level study at a significantly discounted rate (see University Costs for tuition and fees).

## Admission Counseling

Prior to enrollment in classes, applicants may make an appointment for an advisement interview with an admission counselor. This exploratory interview will clarify individual program requirements and provide the opportunity to answer students' questions. If you would like advisement or wish to meet with an admission counselor, call (805) 493-3325 to schedule an appointment.

## Admission Requirements

Candidates for admission to the Post Graduate Certificate Program Series should provide the Graduate Enrollment Office with the following:

1. A completed application form and non-refundable application fee.
2. Evidence of an interview with an admission counselor.
3. If your graduate degree was not earned at CLU, submit official transcripts of your graduate degree.<sup>1</sup>

<sup>1</sup> Additional documentation may be required including undergraduate transcripts.

## Registration

Once you receive an admission confirmation, you may register for classes by following the instructions on the Registrar's Office website at [www.callutheran.edu/registrar](http://www.callutheran.edu/registrar). There are four 11-week terms each year:

1. Fall (September-November)
2. Winter (November-February)
3. Spring (February-May)
4. Summer (May-August)

New students may begin the program at the start of any term once they have been admitted.

## Program Completion

All work toward a certificate must be completed within two years. The term before completion of course work, students must submit an Application for Certificate to the Registrar's Office. Upon completion of all course work, graduates will receive a certificate of mastery and official transcripts detailing their course work.

## Professional Tracks

Post Graduate Certificate Program Series students may select four courses from a specific track or they may work toward a customized program, which consists of four courses in any of the professional tracks. Students interested in a customized program must meet with an adviser and

acquire departmental consent. The professional tracks are Enterprise Innovation and Entrepreneurship, Finance, Financial Planning, Human Capital Management, Information Technology, International Business, and Marketing.

## Financial Planning

Individuals who have already earned their MBA in Financial Planning or have obtained a Certified Financial Planner designation can earn a Post-MBA Certificate in Advanced Financial Planning by completing a set of **four** targeted courses. (Each course is three credits.)

BUS 531A	Macroeconomics for Investments	3
BUS 528	Strategic Financial Analysis,	3
BUS 555	Psychological-Cultural Dynamics of Communication and Persuasion	3
BUS 560	Advanced Estate Planning	3
BUS 564	Behavioral Finance	3
BUS 566	Social Psychology of Leading Clients	3
BUS 594	Financial Planning for Small and Family Businesses.	3

## Enterprise Innovation and Entrepreneurship

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in Enterprise Innovation and Entrepreneurship. (Each course is 3 credits.)

Required Emphasis Course:		12
MBA 522	Innovative Business Models	3
Select three Professional Concentration courses from the list below:		
MBA 550	Agile Product Development	3
MBA 551	Entrepreneurial Marketing and Selling	3
MBA 552	Entrepreneurial Finance	3
MBA 553	Growth Stage Venture Management	3
MBA 5STE-Special Topics of Entrepreneurial Management		

## Finance

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in Finance. (Each course is 3 credits.)

Required Emphasis Course:		
MBA 521	Corporate Finance	3
Select three Professional Concentration courses from the list below:		
MBA 540	Financial Strategy	3
MBA 541	Strategic Financial Analysis	3
MBA 542	Investment and Portfolio Management	3
MBA 543	Real Estate Investments	3
MBA 544	Buyouts and Acquisitions	3
MBA 545	Behavioral Finance	3
MBA 552	Entrepreneurial Finance	3
MBA 561	International Finance	3
MBA 5STF-Special Topics of Finance		

## Information Technology

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in Information Technology Management. (Each course is 3 credits.)

Required Emphasis Course:		
IT 509	Data Management	3
Select three Professional Concentration courses from the list below:		
IT 510	Software Planning and Development	3
IT 512	Project Management	3
IT 513	Information Security	3

IT 514	Distributed Systems	3
IT 520	IT Strategy and Business Value	3
IT 582	Special Topic	3

## International Business

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in International Business. (Each course is 3 credits.)

Required Emphasis Course:

MBA 523	International Business	3
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Select three Professional Concentration courses from the list below: 12

MBA 560	International Business Law	3
MBA 561	International Finance	3
MBA 562	International Marketing	3
MBA 563	Global Strategy	3
MBA 564	Applied International Management	3
MBA 574	Global Human Resource Management	3
MBA 5STI	Special Topics of International Business	

## Human Capital Management

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in Human Capital Management (Each course is 3 credits.)

Required Emphasis Course:

MBA 524	Human Capital Management Strategy	3
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Select three Professional Concentration courses from the list below:

MBA 570	Compensation Management	3
MBA 571	Talent Recruitment and Selection	3
MBA 572	Employee Relations	3
MBA 573	Training and Development	3
MBA 574	Global Human Resource Management	3
MBA 575	Employment Law	3
MBA 5STH	Special Topics of Human Capital Management	

## Marketing

Successful completion of four courses (one Emphasis and three Professional Concentration courses) is required to earn a Certificate in Marketing. (Each course is 3 credits.)

Required Emphasis Course: 12

MBA 520	Marketing Research	3
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Select three Professional Concentration courses from the list below:

MBA 530	CRM in the Digital Age	3
MBA 531	Sales Management	3
MBA 532	Strategic Public Relations	3
MBA 533	Strategic Brand Management	3
MBA 534	Consumer Behavior	3
MBA 535	Advertising Management	3
MBA 562	International Marketing	3
MBA 5STM	Special Topics of Marketing	