

UNIVERSITY OF SOUTH FLORIDA

GRADUATE
CERTIFICATE

CRIMINAL JUSTICE ADMINISTRATION



The University of South Florida's Department of Criminology offers a Graduate Certificate in Criminal Justice Administration designed to develop and enhance professional practice in the criminal justice community. The graduate certificate prepares students for advanced levels of management by enhancing their technical skills, decision-making processes, and analytical capabilities in the contemporary environment of criminal justice practice. The certificate targets students interested in the criminal justice system who have a committed interest in enhancing their professionalism and developing their practitioner and management skills.

The graduate certificate focuses on two primary areas. First, the program focuses on contemporary

issues in criminal justice management and the challenges facing the criminal justice sector of contemporary government. Second, the program provides enhanced skills in research and problem solving equipping the student with quantitative tools and strategies for using these tools in analyzing and designing solutions to problems.

Criminal justice practitioners who do not find it necessary or feasible to complete the Master's in Criminology degree may wish to enroll in the Criminal Justice Administration Graduate Certificate. Others who may wish to obtain a Criminal Justice Administration Certificate include students enrolled in other USF graduate degree programs, and those individuals who hold a master's degree in a related discipline.

www.outreach.usf.edu/gradcerts/a



Course Requirements (17 Semester Hours)

A certificate is awarded upon completion of 17 hours of study as stipulated in the coursework plan. A student must maintain a 3.0 GPA during their program participation. Classes are scheduled for the convenience of working professionals. Non-traditional classes are offered throughout the academic year and utilize a combination of in-class and distance learning techniques.

CCJ 6936	Current Issues in Law Enforcement	3 Credits
CCJ 6705	Research Methods	4 Credits
CCJ 6935	Topics in Criminology & Criminal Justice: Crime Analysis	3 Credits
CCJ 6706	Quantitative Analysis in Criminology	4 Credits
CCJ 6406	Theory, Practice & Research in Law Enforcement	3 Credits

All Graduate Certificate courses are also part of the M.A. in Criminology curriculum. In the event a certificate student applies to the M.A. program all admission requirements including the GRE must be met.

Admission Requirements

To download an application please visit: <http://www.outreach.usf.edu/gradcerts/admissions.asp>. The graduate certificate application must be submitted prior to completion of 50 percent of the certificate coursework. In addition to the application forms please submit:

- A bachelor's degree from a regionally accredited university or college
- A minimal undergraduate GPA of 3.0
- Two letters of recommendation attesting to the applicant's abilities to succeed at the graduate level
- A letter of interest stating why you wish to pursue this course of study and how this certificate program will assist you in reaching your goals.

Standardized Test Requirements

Standardized tests are not required.

Certificate Program Courses Applied Toward Graduate Degree

Up to 12 hours of certificate course credits may be applied to a graduate degree with departmental approval.

Time Limit

The certificate must be completed in three years.

Transfer Credit

Courses may be accepted contingent upon departmental approval.

Registration and Applications

For information on this, or other Graduate Certificate programs, or to receive application materials please visit: <http://www.outreach.usf.edu/gradcerts/admissions.asp> or contact:

Office of Graduate Certificates
University of South Florida
4202 E. Fowler Avenue, BEH 304
Tampa, FL 33620-7940
Phone: (813) 974-2442
Fax: (813) 974-7061
Email: gradcerts@admin.usf.edu
Website: <http://www.outreach.usf.edu/gradcerts/a>.

For more information about the College of Arts & Sciences certificates and degrees, follow the links on the web at: <http://www.cas.usf.edu>.

For more details about master's or Ph.D. programs, or financial aid, or to view the graduate catalog visit: <http://www.grad.usf.edu> or call (813) 974-2846.

Department Contact

For additional information contact:

Max Bromley, Ed.D.
Department of Criminology
College of Arts & Sciences
(813) 974-7281
Email: mbromley@cas.usf.edu

Registration Process for Individual Courses

First, consult with the certificate program advisor and obtain an electronic course permit if necessary. Then go to <http://usfonline.admin.usf.edu/>, the link to OASIS, USF's online registration system. Follow directions given online.

Fee Per Course/Credit Hour

Fees parallel that of standard graduate-level courses. Please visit: http://usfweb2.usf.edu/pfs/tuition_cost.htm.

Financial Aid

Non-degree seeking students are not eligible for financial aid. Please contact the Financial Aid Office at: 813-974-4700 for exceptions and the names of private lenders.



STATEMENT OF ACCREDITATION AND NON-DISCRIMINATION

The University of South Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees at the baccalaureate, master's, specialist, and doctoral levels, including the Doctor of Medicine.

Events, activities, programs and facilities of the University of South Florida are available to all without regard to race, color, marital status, sex, religion, national origin, disability, age, Vietnam or disabled veteran status as provided by law and in accordance with the University's respect for personal dignity.