

University Registrar Use Only

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Certificate Declaration Form

Florida Poly offers undergraduate, degree-seeking students the opportunity to add a certificate to their degree. These are add-ons and not substitutions for existing concentrations and, therefore, are subject to the rules outlined in the [Academic Catalog](#). **Only undergraduate degree seeking students who began at Florida Poly fall 2019 and after are eligible for earning a certificate.**

LAST NAME: _____ FIRST NAME: _____

STUDENT UID: _____ EMAIL: _____@floridapoly.edu

General Certificate Requirements

- Students must maintain a 2.75 cumulative GPA (for all courses, not just certificate courses)
- Students must be on the appropriate plan of study and making successful progress enough to complete their degree in 4 years.
- Students must successfully complete 30 credits before taking courses toward the certificate (with exception to transfer courses or a course that counts for the student's declared degree program)
- Students completing their freshman year with 27 credits, who meet all of the above criteria, may enroll in 3 credits toward their degree and 3 credits toward a certificate in the summer following their freshman year.
- Failure to meet any of the above requirements will result in removal from the certificate.

Certificate Options (Only one may be selected)	Certificate Specific Information
<input type="checkbox"/> Applied Liberal Studies	Students opting for this certificate who bring in more than 12 hours in humanities and social sciences: credits will first be applied to fulfill general education. Additional credits may be applied to the certificate only if the student declares the certificate. Students may apply up to 9 transfer credits to the certificate provided the credits applied include two 2000-level courses and one 3000-level course. The ALS "capstone" course must be taken at Florida Poly and completed prior to graduation for the baccalaureate.
<input type="checkbox"/> Entrepreneurship	Students may use 3-credits to count towards both the degree program and the certificate. The remaining 9-credits must apply to the certificate only.
<input type="checkbox"/> Health Systems Engineering	Students must meet the prerequisites of having taken Calculus I (MAC 2311) and Statistics I (STA 2023) before taking an HSE course.

Student Acknowledgement

I understand the [rules and requirements](#) that come with pursuing a certificate, and that non-completion of a certificate may result in [excess credit hour fees](#) for courses taken that do not apply to my degree program.

STUDENT SIGNATURE: _____ DATE: _____

Certificate Coordinator Approval

APPROVED DENIED NOTES: _____

COORDINATOR SIGNATURE: _____ DATE: _____