

# Student Affairs Administration

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## Department Information

- **Educational Studies Director:**  
Laura Parson, Ph.D.
- **Department Location:**  
School of Education, FLC 210
- **Department Phone:**  
(701) 231-7101
- **Department Web Site:**  
[www.ndsu.edu/edol/degree\\_programs/graduate\\_certificates/graduate\\_certificate\\_in\\_student\\_affairs\\_administration/](http://www.ndsu.edu/edol/degree_programs/graduate_certificates/graduate_certificate_in_student_affairs_administration/) ([http://www.ndsu.edu/edol/degree\\_programs/graduate\\_certificates/graduate\\_certificate\\_in\\_student\\_affairs\\_administration/](http://www.ndsu.edu/edol/degree_programs/graduate_certificates/graduate_certificate_in_student_affairs_administration/))
- **Application Deadline:**  
July 1 - fall admission; December 31 - spring admission
- **Credential Offered:**  
Graduate Certificate

The Graduate Certificate in Student Affairs Administration is designed to prepare professionals who work in higher education settings with the foundations of practice, research, and theory related to working with diverse populations of college and university students.

This program will enhance knowledge and skills in:

- Foundations of student affairs
- Enrollment management and student retention
- College student development theory
- Campus environments
- Career counseling

The program is open to everyone with a baccalaureate degree who is interested in working with college students, including faculty, staff, and administrators at NDSU and the surrounding colleges and universities. Current graduate students can also add this certificate to their plan of study.

## Admission Requirements

To be admitted to the Student Affairs Administration Certificate program, the applicant must:

- Submit a letter of support from their supervisor (if applicable) as well as a one page statement of intent
- Hold a baccalaureate degree from an educational institution of recognized standing
- Have earned a cumulative grade point average (GPA) of at least 3.0 on a 4.0 scale in all courses at the baccalaureate level

## Certificate Requirements

The program of study requires four courses (12 credit hours), which may be taken in any order.

| Code                 | Title  | Credits   |
|----------------------|--|-----------|
| EDUC 704             | Collegiate Environments                                    | 3         |
| EDUC 706             | Theories of College Student Development                    | 3         |
| EDUC 708             | Higher Education Student Affairs and Enrollment Management | 3         |
| CNED 714             | Career Counseling and Testing                              | 3         |
| <b>Total Credits</b> |  | <b>12</b> |