



Application for Certificate

Office of the Registrar; Viterbo; 900 Viterbo Drive; La Crosse WI 54601

Phone: 608-796-3180; registrar@viterbo.edu

All students completing non-degree programs, including licensure or endorsement programs, must return this completed form to the program coordinator upon registration for the term in which certificate requirements will be completed.

Information

- There are three possible certificate conferral dates: December, May, and August.
- The completion of the certificate program will be posted to your permanent record (transcript) after grades are submitted and a final check of requirements is made and determined to be complete. Please see the catalog in effect at your time of entry for requirements.
- An Application for Certificate will not be accepted later than six months after the last day of the term in which the course requirements for the program were met.
- Courses used for the program may only be duplicated per the policy of the program. Courses used for the program may only be duplicated for a degree per the policy of the degree program.
- This is not an application for state licensure or endorsement.

TYPE OR PRINT CLEARLY IN BLACK INK

ID NUMBER _____

TODAY'S DATE _____

FULL LEGAL
NAME _____

last

first

middle

maiden

home phone

cell phone

email

I EXPECT TO COMPLETE ALL REQUIREMENTS FOR MY CERTIFICATE/LICENSE IN

MAY _____

AUGUST _____

DECEMBER _____

YEAR _____

(if you must attend summer term, check August)

I WOULD LIKE MY NAME TO APPEAR ON MY CERTIFICATE EXACTLY AS FOLLOWS. PLEASE PRINT CLEARLY. EACH MARK REPRESENTS A CHARACTER OR SPACE.

PLEASE MAIL MY CERTIFICATE TO THE BELOW ADDRESS

street

city

state

zip

FOR OFFICE USE ONLY – EDUCATION PROGRAMS ONLY

Program Coordinator Approval: _____

Date: _____

I am applying for the following certificate:

NON-DEGREE PROGRAMS:

- Community Interpreting
- Dietetic Internship (DI)
- Ethical Leadership in Organizations
- Health Care Management
- Innovative Teacher Leadership & Instructional Coaching

EDUCATION PROGRAMS:

IOWA

- PK-12 Principal/Supervisor of Special Education
- Reading 148
- Reading 149
- Reading 176

WISCONSIN

Cross-Categorical Special Education: (be sure to indicate developmental level)

- Cognitive Disabilities MC-EA or EA-A
- Emotional-Behavioral Disabilities MC-EA or EA-A
- Specific Learning Disabilities MC-EA or EA-A

Educational Leadership:

- Principal
- Director of Instruction
- Director of Special Education and Pupil Services
- School Business Administrator
- Superintendent

Post-Bac Initial Licensure: Area _____ MC-EA or EA-A
(select developmental level)

Reading:

- Reading 316
- Reading 17