

Certificate Degree in Technical Studies

The Certificate Degree in Technical Studies addresses in a timely and efficient manner the identified educational and training needs of business, industry, labor, and governmental agencies through the delivery of customized programs. The program is designed to allow the Community and Technical College to package existing courses or new courses in a manner that will address short-term educational and training needs of employers. The certificate consists of 32-37 credit hours.

The requirements for completion of the certificate program include the following:

COMPONENT I - General Education COURSE

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|---------------------------------|---|
| ENGL 101 OR ENG 110 | 3 |
| COLL 101 | 3 |
| MATH 100 OR MATH 101 OR BST 104 | 3 |
| BST 104 | 3 |
| CS 106 OR BST 240 | 3 |

Minimum Credit Hours 12

For More Information, Contact:
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Component II – Technical/Occupational Specialty

This component consists of technical specialty courses specific to an occupational area. Technical courses developed by the college, approved courses included in a business, industrial, labor, or agency-based educational/ training program or combinations of credit courses and/or non-credit training modules evaluated for credit equivalency by the Academic Policies Committee can be included in this component. Externally based educational and training programs which are equivalent to college-level classroom/laboratory courses are to be converted to college credit hours at no less ratio than 15:1 contact hour per credit ratio of WVSU's laboratory credit. Credit equivalencies for non-credit training modules will be converted at no less ratio than 30:1 contact to credit hours. Credit for externally based education and training will be awarded upon completion of the college work required in Component I.

Minimum Credit Hours (Or Equivalent) 16
Maximum Credit Hours (Or Equivalent) 24

Component III - Supervised-worksite-based Learning Or On-the-job Training In The Occupation

Credit for worksite-based training is optional in the certificate in technical studies program. When incorporated, such training consists of a paid or unpaid internship, practicum, or OJT experience performed in a business, industrial, labor, or agency setting in the occupational area related to the certificate. The credit value of internships included in the CP in Technical Studies will be determined by the same process(es) and contact to credit hour ratio(s) as that in traditional programs. Business, industrial, and agency-based on-the-job training experience is to be converted to credit hours at a ratio of 160:1, with a maximum of 960 contact hours allowable. A statement of the total number of contact hours experienced in this component may be placed on the college record. This credit may be recorded immediately prior to graduation from college.

Maximum credit hours allowed 6
No minimum hours required
Total semester credit hours 32 Minimum

Program Focus

Individuals currently employed in business and industry are the major focus of this degree program. Individuals currently employed in business and industry are the major focus of this degree program. By providing a program of study designed to enhance and maintain employee knowledge and skills, it is expected that such individuals will enjoy greater job security and job flexibility. For those preparing to enter the job market, the program of study will include the education and training needed to assure basic entry-level skills for the specific occupational/technical field. Such programs will typically be offered only if the need for new employees or the need for expanded education and training of current employees is demonstrated by the local businesses and industries served by the Community and Technical College.

