

# IDAHO STATE BOARD OF EDUCATION

## NOTIFICATION

### Academic Certificates

Institution	
Proposed Title of Certificate	
Certificate Level	
CIP Code	
Effective Date	

**Indicate those that apply for the planned certificate:**

- Embedded Certificate: Students are already enrolled in a degree program and earn the embedded certificate within the credit structure for their degree.
- Stackable Certificate: Students complete an independent credential that is part of a sequence of credentials that can lead to a degree.
- Standalone Certificate: Students enroll in a certificate program to acquire a specific set of skills. It is not designed to contribute to a degree.
- Combination of the above
- Other (Explain below)

**Summary:**

1. Provide a description of the proposed certificate. If it is an embedded certificate, please describe which majors, minors, or programs of study within which it is embedded or for which majors or minors it will be recommended. If it is a stackable certificate, please describe the additional certificates a student might pursue and the credential it leads to. If it is a standalone credential, please identify the specific workforce demand or industry need that it is designed to meet. Include the total number of credits required to complete the certificate, and describe the method of delivery (e.g., in-person, online, hybrid).
2. A full budget is not required for new academic certificates. However, if there will be costs or savings associated with this certificate, please describe them here.

**Applicable Board Policy** - Board Policy III.G.3.c, Postsecondary Program Review and Approval.

Subsequent to institutional review and consistent with institutional policies, and within 30 days before implementation, institutions shall notify the Executive Director or designee of the establishment of new academic undergraduate or graduate certificates consisting of fewer than 30 credits. A full proposal is required if the certificate is more than 30 credits. In accordance with Board Policy III.G., at the sole discretion of the Executive Director, State Administrator, or designee, institutions may be required to submit a Short Proposal or Full Proposal for any action identified in this subsection.