GRAND VIEW
U N I V E R S I T Y

Professional Writing Certificate

A CERTIFICATE PROGRAM provides an opportunity for students with no previous college experience, for students who already hold a baccalaureate degree from an accredited college or university, and/or for learners who are working on an associate or baccalaureate degree to undertake a highly focused program of study intended to meet specific licensing/endorsement requirements or to develop specific skills, understandings, and attitudes that have direct application in the workplace. Students enrolled in these programs are required to take no fewer than 6 semester credits at Grand View University. Students may earn a certificate in another field/area of study other than their major or minor.

Requirements for the Certificate: 16 credits

The Certificate in Professional Writing provides students with experience practicing and applying the writing process in professional contexts. Students will write for a variety of audiences and purposes, as well as develop skills of organization, development, and problem solving or critical thinking. The certificate will strengthen writing skills that are valued in the workplace, and with a growing demand for professionals highly skilled in communications, the additional experience may help set certificate recipients apart in a competitive market.

Before beginning the Certificate, students must meet the Composition requirement at Grand View (including through transfer credit of ENGL 101 or equivalent).

Required Courses:

	ENGL 205	Technical Writing	3
	ENGL 309	Writing for Business	3
	ENGL 345	New Media	3
	ENGL 360	Advanced Composition	3
	ENGL 445	Grant Proposal Writing	3
	ENGL 471	Professional Writing Portfolio	1

Students must achieve a 3.0 GPA or higher in these required courses in order to earn the certificate.