Post-baccalaureate

CERTIFICATE PROGRAMS

Prepare for your next step — whatever your path, Northwestern offers a wide range of options to suit your needs and objectives.
Are you ready for more?

POST-BACCALAUREATE CERTIFICATE PROGRAMS

Northwestern University School of Professional Studies post-baccalaureate certificate programs offer a unique opportunity to advance your career or prepare yourself for graduate school, including MBA and PhD programs.

STRENGTHEN YOUR APPLICATION TO GRADUATE OR PROFESSIONAL SCHOOL
By attending evening classes in your area of study you can strengthen your academic transcript, show recent academic success and secure current letters of recommendation from Northwestern faculty — credentials that will enable you to stand out in your application for advanced study.

ADVANCE YOUR CAREER
Gain the knowledge and skills needed to advance in your current field or to transition to a new career. Choose from certificates in a wide range of areas or create a specialized program to meet your specific needs.

CREATE THE PROGRAM THAT MEETS YOUR NEEDS
Work with an admission adviser to develop an individualized academic plan (consisting of four to eight courses) that capitalizes on your background and meets your academic goals. The Northwestern University certificate is a credential that will enable you to stand out professionally and in your application for advanced study. To be eligible for admission, you need to hold a bachelor’s degree from an accredited college or university.

GRADUATE APPLICATION SUPPORT SERVICES
Post-baccalaureate certificate program students benefit from access to the academic and community resources of Northwestern University. Take advantage of:

- Advisers who will collaborate with you on your academic and professional goals throughout your tenure at SPS
- Events, workshops and presentations that will help you hone and enhance your graduate school application
- Preparation for graduate and MBA school interviews, including feedback on recorded mock interviews
- Guidance in crafting a personal statement and in selecting strong writing samples for your application

NORTHWESTERN ALUMNI PERKS
Being a Northwestern Wildcat comes with automatic membership to the Northwestern Alumni Association. Founded 135 years ago, the NAA offers a rich array of career resources, benefits and networking opportunities.

- Connect to a global 200,000 alumni community, notice of networking events and career opportunity resources
- Access to CareerCat — Northwestern’s central platform for job listings, internships, career fairs and career development workshops
Certificates

Choose from a wide range of concentrations or collaborate with your admission adviser to develop an individualized academic plan (consisting of four to eight courses) that is suited to your background and academic goals.

**TIME TO COMPLETION**
Two quarters to two years, based on your goals and number of courses.

**SCHEDULE AND LOCATIONS**
Most courses are offered in the evening on Northwestern's Chicago and Evanston campuses. A select number of courses are offered online. See your program of interest for details.

**TUITION**
Post-baccalaureate tuition for the 2017–18 academic year is $1,850 per course.
Online courses: $120 technology fee

Visit sps.northwestern.edu/post for current course descriptions and schedules.

**ACCOUNTING & FINANCE**
- Advanced Accounting
- CPA Preparation
- Finance
- Fundamentals of Accounting

**ADVANCED SCIENCES**
- Advanced Biology for the Health Professions
- Advanced Studies in Psychology
- Health, Science and Society

**BUSINESS**
- Analytic Foundations
- Business Essentials
- Business Writing and Communications
- Global Business
- Quantitative Foundations of Business

**INFORMATION TECHNOLOGY**
- Programming
- Web Development

**MANAGEMENT**
- Change Management
- Fundamentals of Human Resources
- Leadership
- Strategic Management

**MARKETING & ADVERTISING**
- Digital Content Management
- Strategic Marketing
- Writing for Print and Digital Media

**PREGRADUATE STUDY & SPECIALIZED STUDIES**
- Creative Writing
- Pregraduate Business Administration
- Pregraduate Concentrations/Specialized Studies
- Specialized Studies for Career Advancement

**PREMEDICINE & PROFESSIONAL HEALTH CAREERS**
SPS also offers programs focused on healthcare that offer college graduates the chance to take undergraduate science courses to prepare for application to schools of medicine and related professions. These programs are for students who have a bachelor’s degree but have not completed or have never taken the courses generally required for admission to these schools. For curriculum and admission details visit sps.northwestern.edu/health.

- Premedicine
- Prenursing
- Prespeech Pathology
- Preclinical Psychology
- Prephysician Assistant
- Prephysical Therapy
APPLICATION CHECKLIST

Online application — begin the application process by visiting sps.northwestern.edu/apply and selecting Post-Baccalaureate Certificates. There is no application fee.

Supplemental materials — applicants must provide the following supplemental materials:

- Statement of purpose
- Current resume or CV
- Official transcript showing Bachelor's degree conferral
- Documentation of English proficiency for students whose first language is not English

Supplemental materials, with the exception of transcripts, must be uploaded to the online application.

Official electronic transcripts from U.S. institutions are accepted via secure e-transcripts providers at spsadmissions@northwestern.edu or mailed to our Chicago Admissions office:

Post-Baccalaureate Admissions
Northwestern University School of Professional Studies
Wieboldt Hall, Sixth Floor
339 E. Chicago Ave. Chicago, Illinois 60611-3008

Northwestern University School of Professional Studies accepts electronic transcripts from U.S. institutions via secure electronic transcript providers. Consult with your institution to see if they are part of a secure e-delivery network. All electronic transcripts should be sent to spsadmissions@northwestern.edu. Please note transcripts are not accepted by fax or personal email.

Official transcripts must arrive in our office in the original sealed envelope issued by the institution and mailed to:

Post-Baccalaureate Certificate Admissions
Northwestern University School of Professional Studies
Wieboldt Hall, Sixth floor
339 E. Chicago Ave. Chicago, Illinois 60611-3008
Phone: 312-503-2579
Email: spspostbacc@northwestern.edu

INTERNATIONAL APPLICANTS

SPS welcomes international students to apply to our undergraduate programs. SPS does not process I-20 or DS-2019 forms for full-time student or exchange visas. In addition, those with dependent status visas such as F2 or J2 are not eligible to enroll in our certificate or degree seeking offerings. Our programs are designed as part-time programs for working professionals and cannot be used to maintain legal status in the United States. Please reach out to the International Office with any questions.

INTERNATIONAL TRANSCRIPTS

Applicants with international transcripts must request an official document-by-document evaluation of those transcripts from a NACES member. The evaluation will translate degrees and grades to U.S. equivalencies. The evaluations must be prepared for Northwestern University School of Professional Studies and must arrive in our office in a sealed envelope issued by the evaluator.

ENGLISH PROFICIENCY

All applicants to SPS programs whose first language is not English, at minimum must demonstrate language proficiency. Applicants may provide official scores for either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exam. The test must be taken no more than two years before the intended quarter of entry. For the TOEFL, applicants must score 600 or higher on the paper-based test, 250 or higher on the computer-based test, or 100 or higher on the internet based test. SPS’s institutional code for the TOEFL is 9019. For the IELTS exam, applicants must receive a score of 7.0 or higher. Additionally, students may choose to provide official transcripts verifying a high school or undergraduate degree from an accredited four-year institution or equivalent, where the language of instruction is English. Please contact the admissions office for more information on TOEFL, IELTS, and transcripts for international applicants.

For detailed admission information visit the web page of your program of choice at sps.northwestern.edu/post.
For application assistance call 312-503-2579.
“Enrolling in SPS was a turning point in my objective of going to graduate school. No other program in Chicago comes close.”

Olivier Menager, post-baccalaureate certificate in mathematics and economics (‘12), MA in economics at Boston University (‘13), Senior Financial Analyst Accretive Solutions

“The program made me a more competitive candidate. It gave me the credibility to translate my skills out of editorial.”

Rebekah Raleigh, post-baccalaureate certificate in advertising for creatives (‘12), Multimedia Specialist at Northwestern’s Kellogg School of Management
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