

Section 2 Postdoctoral Academic Policies Subject 2.1 Postdoctoral Certificate Program Policy 2.1.1 Postdoctoral Certificate Program	June 2010 - Originated March 2024 -Reviewed w/ changes Reviewed w/o changes- GSBS - Author
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Postdoctoral Certificate Program

Policy: Effective with the spring term of 2024, all postdoctoral fellows and postdoctoral trainees must be enrolled in the Postdoctoral Certificate Program, under the Graduate School of Biomedical Sciences (GSBS), a structured program that aids in the transition to career independence through the development of professional and research skills. Each appointee is required to register with the graduate school and enroll in the Professional and Scientific Skills certificate, which involves registering for four (4) semester credit hours in the fall, spring, and summer terms during the first year of their appointment. The GSBS pays all tuition and fees.

The program was established by the Office of Postdoctoral Affairs (OPA), housed in the GSBS, in Fall 2009. It consists of formal coursework designed to enhance career development and provide a transcript documenting it. Groups of courses that suit training needs for various career paths comprise the certificate programs. For the most part, courses are scheduled to avoid interfering with daily research in the lab. In fact, course credit is given for mentored research, which the postdoc does every day with the mentor's oversight. Other courses without classroom components are available, as well. With permission of their mentors (because of the time commitment) and the course instructors (because of priority for students), postdocs may register for GSBS courses in other graduate programs.

Certificates will be awarded after 12 semester credit hours (SCH) are completed. The base certificate is for Professional and Scientific Skills. Following completion of the base certificate, postdoc have the option to enroll in other certificates that will be awarded upon completion of the required coursework, as planned by the postdoc in conjunction with his/her mentor.

Procedure: The Office of Postdoctoral Affairs will provide postdoctoral appointees a link to an online application with instructions for completing the form. After processing the online application, postdoctoral appointees will be assigned a student ID or P number and given instructions for logging into and enrolling in courses in MyStar. When open registration begins, postdoctoral appointees must enroll in a minimum of four (4) SCH in the fall, spring and summer terms.