PROJECT, PROGRAM AND PORTFOLIO MANAGEMENT CERTIFICATE

Post-Baccalaureate Certificate
https://www.towson.edu/cbe/departments/ebusiness/grad/projmgmt/

Program Director: Dr. Natalie Scala
Phone: 410-704-2773
Email: nscala@towson.edu

The purpose of the Post-Baccalaureate Certificate in Project, Program and Portfolio Management is to provide prospective students with the knowledge and competencies necessary to manage projects, programs and portfolios. The program will provide managers the wherewithal to develop professionally and further their careers within a broad range of industries.

The program will be offered through a unique educational experience that is a blend of theory and practice. The primary objective is to provide students with both a conceptual and pragmatic understanding of general and specialized project, program and portfolio management areas that is applicable across industries and fields. This program has been designed by benchmarking the content and courses against industry credentialing offerings so that graduates of the program can proceed to professional certification based on the knowledge gained in the program. Students have the opportunity to complete courses in a combination of face-to-face, online and blended formats.

Graduates of the program will be employed in areas with job titles such as project manager, program manager, cost estimator, among others.

Admission Requirements

Applications for admission are accepted, and admission decisions are made, on a rolling basis.

Admission to the Post-Baccalaureate Certificate in Project, Program and Portfolio Management is competitive and the eligibility requirements to be admitted into the program are:

• A bachelor’s degree in a relevant field from a regionally accredited college or university** and/or three years post-bachelor’s experience working in project management-related area is recommended. Applicants must have a cumulative GPA of 3.00 (on a scale of 4.00) or equivalent on the most recent 60 units of graduate or undergraduate work. Conditional admission may be granted with a minimum GPA of 2.75.
• For international students, a minimum IELTS score of 6.5 or minimum TOEFL score of 80 for iBT (550 for paper-based testing) is required. See more details for international admissions at https://www.towson.edu/academics/graduate/admissions/apply/international.html.
• Applicants must submit a résumé and a one- to two-page statement describing their past relevant experience, their career goals and how they expect this program to support those goals.
• Two reference letters are required attesting to the applicant’s ability to withstand the rigors of a graduate education.

Those students who have no background in statistics or who received their B.S. degree more than five years ago are required to take a course in statistics—EBTM 501—prior to taking classes in the program.

Submit the online application. (http://www.towson.edu/academics/graduate/admissions/apply)

Non-immigrant international students: See additional admission information in Graduate Admissions (https://www.towson.edu/academics/graduate/admissions/apply/international.html)

**See Exceptions to Policy in Graduate Admissions (http://www.towson.edu/academics/graduate/admissions/apply/policies.html)

Certificate Requirements

Students must complete a total of at least 15 units.

The required courses in the certificate program include:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>EBTM 604</td>
<td>INTRODUCTION TO PROJECT MANAGEMENT</td>
<td>3</td>
</tr>
<tr>
<td>EBTM 620</td>
<td>PROCUREMENT AND SOURCING</td>
<td>3</td>
</tr>
<tr>
<td>EBTM 625</td>
<td>PROJECT LEADERSHIP AND COMMUNICATION</td>
<td>3</td>
</tr>
<tr>
<td>EBTM 715</td>
<td>PROJECT COST ACCOUNTING AND FINANCE</td>
<td>3</td>
</tr>
<tr>
<td>EBTM 750</td>
<td>PROGRAM AND PORTFOLIO MANAGEMENT</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>**Total Units</td>
<td>**15</td>
</tr>
</tbody>
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1. Demonstrate knowledge of key subject domains of project, program and portfolio management.
2. Demonstrate critical thinking and problem solving skills in a PPP setting.
3. Analyze methods to evaluate appropriate leadership skills and communication plans in a PPP setting.
4. Apply software tools to create a project plan and a portfolio.