

# CERTIFICATE IN CORPORATE COMMUNICATION AND TRAINING

The nine-hour certificate program in Corporate Communication and Training is designed to provide foundational instruction in organizational communication, communication training, and human resource development and other related course work for individuals interested in corporate communication, training, and human resource development.

## Application Requirements

The items listed below are required for admission consideration for applicable semesters of entry during the current academic year. Submission instructions, additional details, and changes to admission requirements for semesters other than the current academic year can be found on The Graduate College's website (<http://www.gradcollege.txstate.edu>). International students should review the International Admission Documents webpage (<http://mycatalog.txstate.edu/graduate/admission-documents/international>) for additional requirements.

- completed online application
- \$20 nonrefundable application fee
- or
- \$60 nonrefundable application fee for applications with international credentials
- baccalaureate degree from a regionally accredited university
- official transcripts from **each institution** where course credit was granted
- minimum 3.2 GPA in the last 60 hours of undergraduate course work (plus any completed graduate courses)
- GRE not required
- essay (maximum of 500 words) addressing the following: reason for seeking the certificate, academic background and preparation for course work in communication and/or experience as a trainer, plans after completion of the certificate and how it applies to future plans

## TOEFL or IELTS Scores

Non-native English speakers who do not qualify for an English proficiency waiver:

- official TOEFL iBT scores required with a 78 overall
- official IELTS (academic) scores required with a 6.5 overall and
  - minimum individual module scores of 6.0

If you do not meet the scores above, you may qualify for English-based conditional admission if you meet the minimum scores below:

- official TOEFL iBT scores required with a 59 overall
- official IELTS (academic) scores required with a 5.5 overall and
  - minimum individual module scores of 5.5

## Course Requirements

The certificate requires 9 hours consisting of two core courses augmented by one approved elective course in communication.

Code	Title	Hours
<b>Required Courses</b>		
COMM 5319	Organizational Communication	3
COMM 5371	Communication Training and Development	3
Select one of the following:		
COMM 5318	Interpersonal Communication	3
COMM 5321	Communication Assessment	3
COMM 5324	Seminar in Instructional Communication	3
COMM 5325	Seminar in Human Communication Theory	3
COMM 5329B	Communication and Negotiation	3
COMM 5332	Communication and Technology	3
COMM 5347	Small Group Communication	3
COMM 5350	Applied Communication Studies	3
COMM 5372	Organizational Communication Analysis and Development	3
COMM 5374	Organizational Rhetoric	3
Total Hours		9