



Course Checklist & Certificate Request

Nonprofit Management Certificate

Required Courses	✓	Contact Hours	Date Started	Date Finished	Grade
Nonprofit Suite					
Introduction to Nonprofit Management		24 hours			
Marketing Your Nonprofit		24 hours			
Nonprofit Fundraising Essentials		24 hours			
Writing Effective Grant Proposals		24 hours			

Elective Courses (Choose 3)					
Keys to Effective Communication		24 hours			
Leadership		24 hours			
Project Management Fundamentals		24 hours			
Mastering Public Speaking		24 hours			
Effective Business Writing		24 hours			
Fundamentals of Supervision & Management		24 hours			

Additional elective courses may be added. Some courses may be discontinued. If available, self-paced tutorials of the same course may be substituted for the 6-week, instructor-led course. VSU PACE reserves the right to make changes to the program and will notify any participants who may be impacted.

I have successfully completed the required and elective courses for:

Nonprofit Management Certificate

I hereby request my completion certificate.

Name: _____ Date: _____

Signature: _____

Email: subailey@valdosta.edu

Mail: VSU PACE, Attn: Sue Bailey

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