



Course Checklist & Certificate Request

Project Management Certificate

Required Courses	✓	Contact Hours	Date Started	Date Finished	Grade
Project Management Fundamentals Series		24 hours			
- Project Management Fundamentals		24 hours			
- Project Management Fundamentals II		24 hours			
Keys to Effective Communication		24 hours			
Fundamentals of Supervision & Management		24 hours			

Elective Courses (Choose 2)*		Contact Hours	Date Started	Date Finished	Grade
Collaborative Problem Solving		30 hours			
Building Teams that Work		24 hours			
Diversity Training for Employees and Managers		14 hours			
Effective Business Writing		24 hours			

*Additional elective courses can be found at the *Project Management Certificate* webpage at www.valdosta.edu/pace. Some courses may be discontinued and new courses added. 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:

Grant Writing Certificate

I hereby request my completion certificate.

Name: _____ Date: _____

Signature: _____

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