UNIVERSITY OF MINNESOTA
Driven to Discover℠

Twin Cities Campus

Career Readiness Certificate

CLA Dean's Office

College of Liberal Arts

- Program Type: Undergraduate credit certificate
- Requirements for this program are current for Fall 2019
- Required credits to graduate with this degree: 6 to 15
- Degree: Career Readiness Certificate

The career readiness certificate is earned by students who intentionally and intensively engage in the career development process during their undergraduate program. The certificate program challenges students to think about the totality of their liberal arts degree and the acquisition of the core career competencies. The curriculum is designed to support students from the exploration stage of the career management process and prepares them to compete for significant experiences, and ultimately reinforces the necessary reflection required to articulate their proficiency in the core career competencies.

The certificate will signal to potential employers and graduate programs that students have demonstrated the ability to describe their unique academic path in the College of Liberal Arts, what theyve learned in the process, and how that relates to their readiness. It encourages the integration of academics and co-curricular experiences through the common language of core career competencies and connects the academic experience to their professional life.

The certificate is open to all CLA undergraduate students.

Program Delivery

This program is available:

- via classroom (the majority of instruction is face-to-face)

Admission Requirements

For information about University of Minnesota admission requirements, visit the Office of Admissions website.

General Requirements

All students are required to complete general University and college requirements including writing and liberal education courses. For more information about University-wide requirements, see the liberal education requirements.Required courses for the major or minor in which a student receives a D grade (with or without plus or minus) do not count toward the major or minor (including transfer courses).

Program Requirements

Introductory Course(s)

Take 1 - 2 course(s) totaling 1 - 6 credit(s) from the following:

Options for First-Year Students

Note: CLA 1005 and CLA 2005 are only available to students in the President's Emerging Scholars Program.

CLA 1001 - CLA First-Year Experience I (1.0 cr)
or CLA 1005 - Introduction to Liberal Arts Learning (1.0 cr)
CLA 1002 - CLA First-Year Experience II (1.0 cr)
or CLA 2005 - Introduction to Liberal Education and Responsible Citizenship (1.0 cr)

•Options for Transfer Students

Note: ID 3101 also fulfills the Career Exploration and Readiness Course Requirement.

•CLA 3001 - CLA Transfer Semester Experience (1.0 cr)
or CLA 3101 - Career Exploration for Transfer Students (2.0 cr)
or OUE 2001 - Academic Planning and Exploration (1.0 cr)

Career Exploration and Readiness Course

Students who have taken ID 3101 to fulfill the Introductory Course(s) Requirement will have already fulfilled this requirement.
Take exactly 1 course(s) totaling 1 - 2 credit(s) from the following:
•CLA 3002 - Career Kickstarter: Finding Internships and Other Career-Related Experiences (1.0 cr)
or CLA 3101 - Career Exploration for Transfer Students (2.0 cr)

Career Planning Course

Take exactly 1 course(s) totaling exactly 2 credit(s) from the following:
•CLA 3201 - Career Planning: Preparing for Your Post-Graduation Plans (1.0 cr)

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or OUE 3205 - Law School Exploration (2.0 cr)

Career Readiness Experiences for Credit

Students are required to participate in a minimum of two career-related experiences and earn academic credit. These experiences must have significant contact hours, structured reflection alongside, and learning goals. Two experiences may be done concurrently but they must be distinct experiences. With department approval, students who complete HECUA Domestic or International Program or the Community Engaged Scholars Program will satisfy the Career Readiness Experiences for Credit requirement.

Take 2 or more course(s) from the following:

Internship for Credit

Take 0 or more course(s) from the following:

- AFRO 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- AMES 3896 *{Inactive}*(1.0 - 4.0 cr)
- AMIN 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- AMST 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- ANTH 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- ARTH 3896 - Directed Professional Experience (1.0 - 2.0 cr)
- ARTS 3896 - Internship (1.0 - 3.0 cr)
- BSE 3896 *{Inactive}*(1.0 - 4.0 cr)
- CHIC 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- CNRC 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- COMM 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- CSCL 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- ENGL 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- GEOG 3896 *{Inactive}*(1.0 - 4.0 cr)
- GLOS 3896 - Global Studies Internship (3.0 cr)
- GWSS 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- HIST 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- ID 3896 *{Inactive}*(1.0 cr)
- ITAL 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- JOUR 3896 - Directed Internship (1.0 cr)
- JWST 3896 - Jewish Studies Internship for Academic Credit (1.0 - 4.0 cr)
- LING 3896 *{Inactive}*(1.0 - 4.0 cr)
- MUS 3896 *{Inactive}*(1.0 - 4.0 cr)
- PHIL 3896 *{Inactive}*(1.0 - 4.0 cr)
- POL 3080 - Internship in Politics or Government (3.0 - 13.0 cr)
- PSY 3896 - Internship in Psychology (1.0 - 4.0 cr)
- RELS 3896 - Internship in Religion, Society, and Culture (1.0 - 4.0 cr)
- SCMC 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- SLHS 3896 *{Inactive}*(1.0 - 4.0 cr)
- STAT 3896 *{Inactive}*(1.0 - 4.0 cr)
- TH 3896 - Internship for Academic Credit (1.0 - 4.0 cr)
- URBS 3896 - Urban Studies Internship Seminar (2.0 cr)
- WRIT 3896 - Internship in Technical Writing and Communication (3.0 cr)
- Students may complete an internship abroad to satisfy one of the two Career Readiness Experiences for Credit.

  Take 0 or more course(s) from the following:

  - FLOR 3009 - Internships in Florence: A Comparative Approach to the Italian Workforce (3.0 cr)
  - LNDN 3375 - Global Internship Course: London (3.0 - 6.0 cr)
  - MADR 3012 - Internships in Spain (3.0 - 6.0 cr)
  - MSID 4007 - MSID Directed Research (4.0 cr)
  - ROME 3013 - Internships in Rome: A Comparative Approach to the Italian Workforce (3.0 - 6.0 cr)
  - SDNY 3375 - Global Internship Course: Sydney (3.0 - 6.0 cr)
  - TLDO 3970 - Internships in Spain (3.0 - 6.0 cr)

- **Learning Abroad Reflection for Credit**

  Take 0 or more course(s) from the following:

  - OLPD 3332 - Global Identity: Connecting Your International Experience to Your Future [GP] (1.0 cr)

- **Undergraduate Research for Credit**

  Please talk with your advisor about other credit-based research opportunities fulfilling this requirement.

  Take 0 or more course(s) from the following:

  - CLA 1052 - Dean's First-Year Research and Creative Scholars Program (2.0 - 3.0 cr)
  - Students may complete an internship abroad to satisfy one of the two Career Readiness Experiences for Credit.

    Take 0 or more course(s) from the following:

    - LNDN 3650 - Research Methods: Directed Research Project - London (3.0 cr)
    - MADR 4901 - Research Laboratory in Psychology (3.0 cr)
    - MSID 4005 - Advanced International Development Internship (4.0 cr)

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