

Certificate Form

Certificates of Achievement (if applicable):

Certificate Name	JSC	CA	Is the certificate stackable?	Is the certificate a stand alone program?
N/A- The Administration of Justice AS-T degree does not offer a certificate.				

Please discuss the following questions regarding all area Certificates of Achievement (CA):

1. List certificates that are proposed for addition. None are proposed.
2. List certificates that are proposed for deletion. None are proposed.

For this CA, what are the SOC codes (Occupational Titles and codes) that students who complete the CA will be able to obtain entry-level employment in, and what are the projected annual openings and median salary for each occupational title? You can use your latest Program Review data for your response. The codes are: 21-000, 21-1010, 21-1020, 21-1090. Projected openings are 8,000 with a median salary of \$35.86 per hour. The number of jobs and percent change for the projected 5 year period? From 7,264 to 8,000 with a projected increase of 9.6%.

3. For this CA, what process was followed to ensure the required and possible elective courses were adequate for entry level employment (such as advisory committee input, surveys, industry feedback, licensing or accreditation agencies)? How often do/will you re-examine the effectiveness of certificate requirements? The program reviews advisory committee input, surveys, and industry feedback and uses this information to help evaluate and determine our elective course offerings and schedule.
4. What is your annual completion target (number of certificates awarded) for this CA? The completion target is 30 students. The program exceeded this target with 38 students graduating with the AS-T degree in the previous academic cycle. What was the number of awards in this CA for each of the past three years? The number of awards for the past three years is 66. Based on your results, what changes could you make in your program to meet or continue to exceed your target (such as course content, scheduling/sequence, outreach, instructional strategies)? The program would add the additional positions of Criminal Justice Program Coordinator, along with an administrative assistant and additional full-time faculty to meet the increased demand for classes, as well as committee memberships, and meeting and coordinating with advisory councils. These changes are contingent upon budgetary constraints.