

# RESEARCH CERTIFICATE

*a step by step HOWTO at WHC:*

Questions? Email Dr. Monica Maldonado, [mmaldonado@fau.edu](mailto:mmaldonado@fau.edu)

## 01. ADD CERTIFICATE TO DEGREE PLAN



First step is to add the Research Certificate to your degree plan by submitting the following form: [shorturl.at/dgq14](https://shorturl.at/dgq14)



## 02. REVIEW REQUIREMENTS



Most requirements to fulfill the certificate are included in your WHC concentration (and you have already or will soon accomplished them).  
Information page: [shorturl.at/jwCOO](https://shorturl.at/jwCOO)

## 03. IDS 4914: UG RESEARCH FORUM



IDS4914, a "0" credit course, will be the last course you need. If you are presenting in 2023 WHC Symposium, you will receive information on how to add the course in your acceptance notification. If you have already presented at a past symposium or research conference, please contact Dr. Maldonado, [mmaldonado@fau.edu](mailto:mmaldonado@fau.edu)

## 04. A APPLY FOR CERTIFICATE



When it comes time to graduate, you will need to submit an application for the research certificate; **SPRING 2023 graduates, DEADLINE IS JAN. 27**  
[shorturl.at/qBHSY](https://shorturl.at/qBHSY)



## 04. B AUDIT CERTIFICATE



Run and print out a DARs for the certificate. Turn the certificate audit and the printed certificate application in to Mr. David Flanigan, who can sign/approve the certificate.  
**SPRING 2023 graduates, DEADLINE IS JAN. 27**