MUSEUM STUDIES, GRADUATE CERTIFICATE

The Museum Studies Program was established in 1963 as a cooperative venture between UW-Milwaukee and the Milwaukee Public Museum. The goal of the program is to provide, in a museum environment, the basic scholarship and functional training to equip the student with the skills necessary to assume professional entry-level museum positions in:

- museums
- galleries
- archives
- historical societies
- related institutions

Coursework is structured to develop a high degree of professionalism and responsibility, skills in problem solving, critical thinking and evaluation, writing, oral presentation, decision-making, and teamwork.

The program stresses professional museum standards and ethics and proper care and interpretation of collections while providing the opportunity for the development of expertise and special skills. The program is designed to be practical and realistic.

The Certificate in Museum Studies must be completed in conjunction with a UWM graduate degree program. The certificate is designed to supplement a student’s graduate discipline and assumes that each student will have a firm footing in his/her academic field.

The program is listed and administered through the Anthropology Department at UW-Milwaukee and taught off-campus at the Milwaukee Public Museum (MPM) by museum professionals. All applicants to the Museum Studies certificate program must comply with a background check as required by Milwaukee Public Museum policy. Individuals with criminal records cannot be admitted to the program.

Regular individual academic advising and career planning are important features of the program. The majority of graduates of the program find a paid position in a museum within one year of graduation. Graduates of the program have assumed responsibilities in museums and related institutions across the country as directors, curators, collections managers, registrars, educators, and more.

Admission Requirements

Application Deadlines
If at any time you are unsure about a published date or deadline (http://uwm.edu/graduateschool/program-deadlines), call the Registrar’s Office at (414) 229-3800 or submit a contact form (http://uwm.edu/registrar/contact-us) online.

Admission
Students must complete a minimum of 15 credits to earn the Museum Studies Graduate Certificate. Those interested in attaining the Certificate must indicate this in their application to their chosen graduate degree program in addition to completing a separate application for the Certificate. Students deciding to pursue the Certificate after having started a graduate degree program must both notify in writing the Director of Graduate Studies of their chosen graduate program and complete the Certificate online application.

Application
- Students wishing to obtain this certificate must declare their intention by applying to the program office or director.
- All graduate certificate applicants—even those already enrolled in a UWM graduate program—must apply to the Graduate School through the Panthera Admission Application (https://graduateschool-apply.uwm.edu).
- Graduate degree and previously admitted graduate non-degree students who decide to pursue a certificate program must submit the Panthera application before completing 6 credits in the certificate sequence.
- Applicants must possess a baccalaureate degree and have a minimum 2.75 cumulative undergraduate grade point average to be admitted in to a certificate program.

Credits and Courses
The certificate program consists of five courses (15 credits) at the graduate level. The four core courses must be taken in the following sequence, while the fifth course may be taken at any time after the completion of ANTHRO 721:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 720</td>
<td>History and Theory of Museums</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 721</td>
<td>Administration and Organization of Museums</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 722</td>
<td>Visitor Experience and Design in Museums</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 723</td>
<td>Museum Curation</td>
<td>3</td>
</tr>
<tr>
<td>ANTHRO 724</td>
<td>Internship in Museum Studies</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

The fifth course requirement (ANTHRO 724) can be satisfied through supplementary coursework at UWM or through completion of a 150-hour internship at the Milwaukee Public Museum or other approved institution. Anthropology, Art History, History, and Educational Psychology all offer courses that supplement the Museum Studies curriculum and fulfill the required elective. The structure and scheduling of the coursework requires at least two years for completion, since each course is taught only once a year and the four courses must be taken in sequence.

Certificate Requirements

Transfer Credit
No more than 20% of the required credits may be taken at an institution other than UWM. These courses are subject to Graduate School transfer policy and must be approved by the director of the certificate program.

Grade Point Average Requirement
A minimum cumulative 3.00 grade point average in certificate courses taken at UWM is required.

Articulation with Degree Programs
1. Credits and courses required for a certificate may double count toward meeting UWM graduate degree requirements subject to the following restrictions:
   - Degree programs must approve the courses from certificates that can double count toward the degree.
   - All credits taken in completion of certificate requirements may count towards a UWM graduate degree as long as they do not contribute more than 90% of the total credits needed to obtain the
Museum Studies, Graduate Certificate

degree. (Note: Students in Ph.D. programs must still complete the minimum residency requirements)

- Certificate courses used toward meeting degree requirements must be completed within the time limit for transfer credit.

2. Courses completed for a degree may be counted toward a subsequent certificate, subject to all certificate policy requirements.

3. A course may count toward no more than one certificate and one degree.

4. Students may not earn a certificate subsequent to a concentration in the same area.

Time Limit
Certificate program time limits shall be established as follows:

- 18 or fewer credits/Three years from initial enrollment in the certificate sequence.
- 19 or more credits/Four years from initial enrollment in the certificate sequence.

For certificates that are designed as add-ons to degree programs and are awarded concurrent with the degree, the time limit shall be the same as that of the degree program.

Contact Information
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https://uwm.edu/museum-studies/