

GRADUATE CERTIFICATE IN PROJECT METHODS AND TOOLS

The curriculum for the Project Methods and Tools certificate is focused on three primary methods of project management, traditional, agile and waterfall. These methodologies provide a basis for process groups of initiating, planning, executing, monitoring and controlling, and closing projects.

The tools enhance the ability of the students to perform the work needed in these process groups. For example, when planning a project, it is necessary to have a network diagram which is accomplished using a work break down (WBS) structure. A WBS is a tool that allows the project to be put into manageable pieces so that time and costs can be determined. Upon completion of this certificate, students will be able to:

- a. Determine the appropriate methodology for managing a project;
- b. Demonstrate the ability to use tools associated with the various methodologies; and
- c. Determine which tools are necessary for the various project methodologies.

Additional Information: Reference the Program Landing Page (<https://www.shsu.edu/programs/certificate/project-method-and-tools/>) for additional information, such as cost, delivery format, contact information, or to schedule a visit.

Admission Requirements

Degree From a U.S. University

- a. Meet or exceed one of the following admission formulas:
 - i. $100 (\text{Undergraduate GPA}) + \text{GMAT Score} \geq 1100^1$
 - ii. $200 (\text{Advanced Hours Undergraduate GPA}) + \text{GMAT Score} \geq 1150^2$

Degree From a Non-U.S. University

- a. Students who earned a baccalaureate degree from a university located outside of the United States must satisfy all of the following to be considered for admission into SHSU's MBA program.
 - i. GMAT score of at least 500.
 - ii. TOEFL score of at least 79 or IELTS score of at least 6.5.
 - iii. English translations and evaluations of official transcripts.

GMAT Waiver Requests

- a. Undergraduate GPA¹ of 2.75 or higher allows for a comprehensive review of academic performance and consideration for a GMAT waiver.
- b. Applicants who have an undergraduate GPA of at least 2.5 from their degree granting U.S. institution and have at least three years of significant managerial and professional experience may be admitted without a GMAT score, typically through a review of the applicant's resume. Normally, the required experience is earned after completion of the undergraduate degree. A committee will assist, if needed, in determining if the applicant's experience meets the "significant managerial and professional experience" threshold.
- c. Applicants who have an undergraduate degree granted by a non-U.S. institution will not be considered for a GMAT waiver.

¹ The undergraduate GPA is the GPA from courses taken at the degree granting institution. Transfer grades are **not** used in the computation of this undergraduate GPA.

² The advanced hours undergraduate GPA is the GPA from junior and senior (3000 and 4000) level courses taken at the degree granting institution. Transfer grades are **not** used in the computation of this undergraduate GPA.

Code	Title	Hours
Graduate Certificate in Project Methods and Tools		
Required Courses		
MGMT 5323	Tools of Project Management	3
MGMT 5325	Project Management	3
MGMT 5327	Agile Project Management	3
MGMT 5350	Leading Organizational Change and Development	3
Total Hours		12

The Texas Higher Education Coordinating Board (THECB) marketable skills initiative is part of the state's **60x30TX plan** and was designed to help students articulate their skills to employers. Marketable skills are those skills valued by employers and/or graduate programs that can be applied in a variety of work or education settings and may include interpersonal, cognitive, and applied skill areas.

The Graduate Certificate in Project Methods and Tools is designed to provide graduates with the following marketable skills:

- Teamwork.
- Traditional and iterative project methodologies.
- Earned Value Analysis.
- Managing change.