

**University of Oklahoma**

**School of Library and Information Studies**

# **Graduate Certificate in Archival Studies**

**Program Requirements - 12 hours from the following:**

**Required Courses (6 hours)**

LIS 5343 Archival Concepts

LIS 5563 Archival Appraisal

**Guided Electives: Choice of Two (6 hours)**

LIS 5463 Archival Representation

LIS 5473 Documents and Records Management

LIS 5653 Preservation

LIS 5970 Digital Curation

**One archives course is taught every semester: fall, spring, and summer.**

**The graduate certificate in Archival Studies provides a formal indication of training, which is important for securing an archivist position. It will endorse the abilities and knowledge of the certificate holders, thereby increasing their marketability.**

The graduate certificate can be pursued in a number of ways:

- Students in the MLIS program can concurrently complete the archives certificate and the courses will count towards both the degree and the certificate.
- Students in other OU graduate programs can concurrently complete the archives certificate and, depending upon the rules of their graduate program and their advisor's permission, should be able to count up to 9 credit hours of the graduate certificate as general electives in their graduate program.
- People who are not currently students at OU, but who have a completed a bachelor's or higher degree, can pursue the graduate certificate.

Applicants must have earned at least a Baccalaureate degree from a regionally accredited university with a G.P.A. of 3.0 or higher.

**For more information, contact Sarah Connelly at [sarahee@ou.edu](mailto:sarahee@ou.edu) or 405-325-3921**