

University of New Mexico

Curriculum Terminology Glossary

as of 3/30/04

Certificate

In contrast to a professional development certificate, a certificate program is a prescribed course of studies approved through the University's curriculum approval process. A completed certificate appears on a student's transcript, but a diploma is not issued.

CIP Code

The Classification of Instructional Programs (CIP) is used nationally to assure comparability of information among institutions of higher education. It allows the classification of instructional programs into broad academic categories.

Concentration

An approved set of courses WITHIN A MAJOR that define a specialty area or specific field of study. Unless specified by the unit offering the major, a concentration is not required. Upon degree completion, a concentration is shown on the student's transcript, but not on the diploma.

Degree

A title that the University confers on a student who has satisfactorily completed a required program of study. Degree requirements are established by the University, colleges, and departments, and are approved by University faculty, administration, and the Board of Regents. UNM is authorized to award associate, baccalaureate, master's, 1st professional, and doctoral degrees.

Degree Title

The complete approved label of a degree program consisting of the degree designation and the degree major (e.g., Bachelor of Arts in History; Bachelor of Science in Chemistry). Some programs require the name of the major as part of the degree designation (e.g., Master of Architecture–MARCH, Master of Business Administration–MBA, Master of Science in Nursing–MSN).

Diploma

An official document naming a degree that has been conferred by the University.

Emphasis

An approved subset of courses within a concentration. Emphases do not appear on a diploma or transcript. Unless specified by the unit offering the major and concentration, an emphasis is not required.

Major

That part of a degree program consisting of a specified number of hours from a defined group of courses in a primary discipline or field. A completed major is shown on both a student's diploma and transcript.

Minor

That part of a degree program in an approved secondary discipline or field **OUTSIDE THE MAJOR**. A minor requires fewer hours than a major. A completed minor is shown on a student's transcript but not on the diploma.

Professional Development Certificate

A professional development certificate indicates completion of a set of credit or non-credit courses designed to provide participants an opportunity to develop or improve specific job-related knowledge and skills. Professional development certificates are issued by the unit offering the course/s rather than by the Office of the Registrar. Professional development certificates do not appear on university transcripts. Participation in professional development certificate courses may or may not require admission to the University.

Program Level

Program levels at UNM include the following: Certificate, Associate, Baccalaureate, 1st Professional, Graduate Certificate, Master's, and Doctorate.

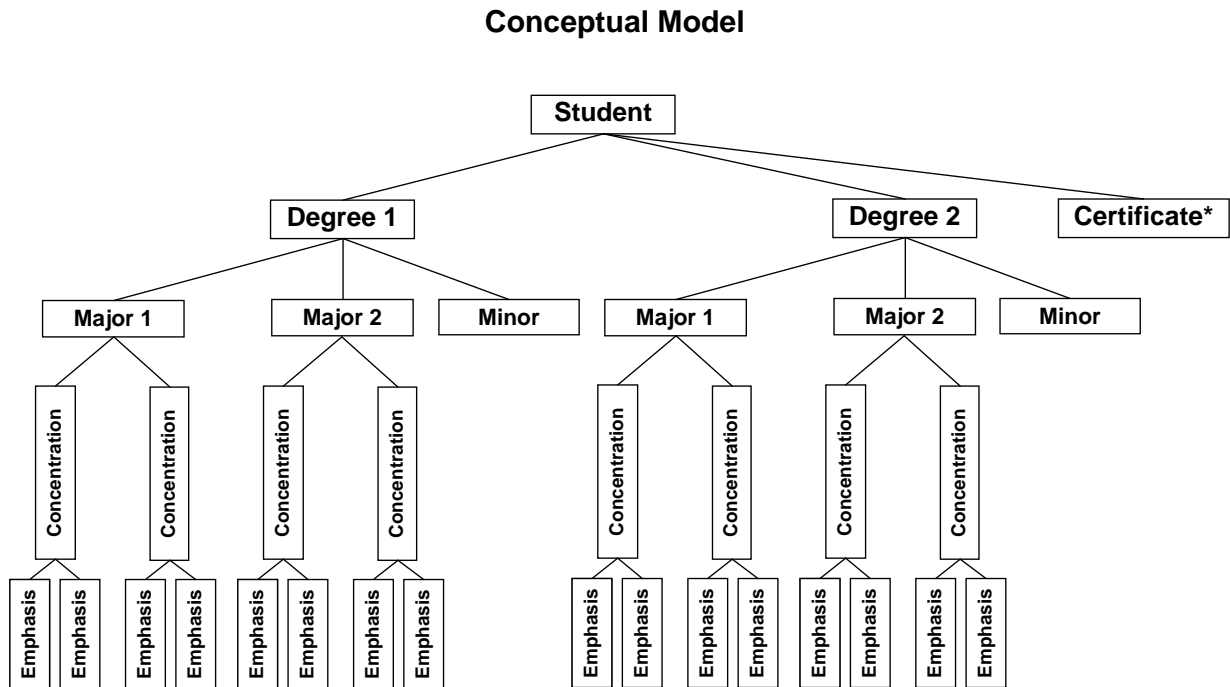
Program of Study

An approved course of study leading to a transcribed certificate or degree. A graduate-level program of study typically includes a capstone experience (e.g., thesis, dissertation, professional paper or project, comprehensive exam, etc.)

Transcript

A document that details the entire permanent academic record of a student at the University. An official transcript is a certified copy, for which a fee is charged. An unofficial copy is available at no charge.

Diagram of the relationship between majors, concentrations, emphases, minors, and certificates:



* There are three types of certificates: branch campus certificates, stand-alone certificates at the Main Campus, and certificates that are part of a graduate degree program.