Wichita State University
Credential Planning Form

Please tell us about the credential you would like to create by responding to the questions below. Credentials should be based on coursework that meets a workforce need. Learn more about credentials by reading the Guidelines for Undergraduate Alternative Credential Pathways or the Guidelines for Graduate Badges. Please note, once your credential is approved, you will be required to go through the standard curriculum change and approval processes.

1. What is the name of the proposed credential? _____

2. Please indicate the credit level   0.5 credit hour   1 credit hour   2 credit hours   3 credit hours

3. Proposed launch semester   Fall   Spring   Year:_____

4. Who is the intended audience?
    _____
    _____
    _____
    _____

5. What workforce need does this credential meet? Please provide data that shows the demand.
    _____
    _____
    _____
    _____
    _____
    _____

6. What is the proposed course number? _____ *Undergraduate credentials must be a 100-400 level course. Graduate credentials must be 700 level. 500 & 600 level courses are not accepted.*

7. Please provide a brief description of the credential content. Examples can be found in the course descriptions at http://badges.wichita.edu
    _____
    _____
    _____

8. Please provide 4-6 measurable objectives/competencies for this credential.
    _____
    _____
    _____
    _____
    _____

9. Are there open educational resources or no-cost text that can be incorporated?
    _____

10.   How many credentials this topic area do you plan to offer? _____

11.   Please list the topic areas for future courses indicated above.

   _____
   _____
   _____

12.   Who will develop the credential?

   _____

13.   Who will be the instructor?*   *Instructors must meet HLC credentialing policies.*

   _____

14.   Describe or provide an example of a program in the topic area. What is the typical cost for these programs?

   _____
   _____
   _____

15.   What makes this credential unique?

   _____
   _____

16.   What are the major selling points?

   _____
   _____

17.   Do you or your college have access to any databases or lists we could use to send marketing materials to?

   _____

18.   Please list specific resources your target audience would most likely consult for information? Ex. trade publications, websites, professional associations, etc.

   _____

Person(s) completing and submitting Credential Planning Form

*SIGNATURE _____   **DATE** _____

Department Chair:

*SIGNATURE _____   **DATE** _____

Dean of Sponsoring College:

*SIGNATURE _____   **DATE** _____

(*signatures required for processing)

Email completed form to kimberly.moore@wichita.edu