The Graduate Certificate in Leadership & Ethics, a 15 semester-hour graduate study program taught in a mix of online, hybrid, and face-to-face formats, is designed to prepare you for ethical leadership in a variety of disciplines. Guided by leadership and ethics theory, the Certificate program provides a unique opportunity to explore the interface and interdependence of leadership and ethics and apply this learning to professional encounters. The knowledge and skills gained from the certificate will assist you to be better prepared for leadership positions in business, education, health care, non-profit, or community work and offers an extra dimension to Master’s and Doctoral level education or professional life. Certificate completion yields a marketable dimension to your college degree compared to uncertified peers in your field. Ethically-conscious organizations value graduates with this additional education.

**PROGRAME OUTCOMES:**
The Graduate Certificate in Leadership and Ethics develops ethically sound leaders who embrace a global perspective, develop people and teams, steward societal resources, understand organizational strategy, and lead with integrity.

**PROGRAM OBJECTIVES:** Program objectives include rich learning experiences for students who, upon completion of the program, will demonstrate an increasing capacity to:

1) develop a team approach to problem solving
2) create and sustain an ethical culture through collaborative processes
3) provide human resource development opportunities in a global context
4) demonstrate leadership, decision-making, and change management skills
5) improve the quality of ethical leadership through application of strong theoretical and practice foundations

**THIS UNIQUE ACADEMIC CERTIFICATE IS AVAILABLE IN THREE OPTIONS:**

**OPTION #1A: THE PARTNER CERTIFICATE:** You enroll in a Master’s or Doctoral degree with one of seventeen partner programs at KSU. You complete six hours of specific Master’s or Doctoral level courses from your degree program plus nine hours of ILEC courses. This Graduate Certificate requires completion of these 15 credit hours.

**OPTION #1B: MODIFIED PARTNER CERTIFICATE—FOR STUDENTS WHO COMPLETED ONE OF THE SIXTEEN PARTNER PROGRAMS AND WANT TO ADD THE GRADUATE CERTIFICATE IN LEADERSHIP AND ETHICS TO THEIR OFFICIAL TRANSCRIPT:** You enroll in the Siegel Institute’s Graduate Certificate (without simultaneously enrolling in a Master’s or Doctoral degree program) and complete 15 credit hours of designated courses. Depending on the coursework taken for the Master's or Doctoral degree program, a maximum of two courses (six credit hours) may apply toward the certificate.

**OPTION #2: THE EXCLUSIVE CERTIFICATE:** You enroll in the Siegel Institute’s Graduate Certificate (without simultaneously enrolling in a Master’s or Doctoral degree program) and complete 15 credit hours of ILEC Leadership and Ethics courses. You apply through the KSU Graduate School for admission to this certificate and enroll directly into ILEC classes.

**USE ILEC COURSES AS ELECTIVES:**
You may also choose to take Siegel Institute courses to satisfy elective requirements in your chosen field of study. Additionally, if you need extra credit hours in your schedule in order to qualify for financial aid, you might want to consider adding an ILEC course.

For more information, visit siegelinstitute.kennesaw.edu or call admissions counselor Crystal Money at 470-578-2204.
**PARTNER CERTIFICATE**

**Option #1A:**
Eighteen academic areas at Kennesaw State University collaborate as partners with the Siegel Institute for the Graduate Certificate in Leadership and Ethics. By doing the partner format, specific coursework in your chosen Master’s or Doctoral degree can be applied to the Graduate Certificate.

To complete the partner Certificate in Leadership and Ethics, you take a total of 15 credit hours of designated courses: Six hours in specified courses from your Master’s or Doctoral program and nine hours of ILEC courses.

**MASTER OF ACCOUNTING**
Take these two required courses:
- ACCT 8215: Foundations of Leadership (3)
- ACCT 8320: Technology and Ethics (3)

**MASTER OF ARTS IN AMERICAN STUDIES**
Take these two courses:
- AMST 7200: Integrated Communication in Context (3)
- AMST 7210: Leadership and Ethics (3)

**MASTER OF EXECUTIVE BUSINESS ADMINISTRATION**
Take these two courses:
- ILEC 8800: Special Topics in Leadership and Ethics (3)
- ILEC 8910: Technology and Ethics (3)

**MASTER OF PUBLIC ADMINISTRATION**
Take these two courses:
- PAD 7250: Leadership and Ethics in Public Service (3)
- PAD 6700: Human Resource Management in Public Service (3)

**MASTER OF SCIENCE IN ENGINEERING MANAGEMENT**
Take these two courses:
- CM 7100: Introduction to Conflict Management (3)
- CM 7120: Leadership and Ethics (3)

**MASTER OF SCIENCE IN LEADERSHIP AND ETHICS**
Take these two courses:
- ILEC 8950: Human Rights: The Roles of Law and Ethics (3)
- ILEC 8980: Leading and Shaping an Ethical Culture (3)

**Select one of the following courses:**
- ILEC 8602: Quality Assurance (3)
- ILEC 8603: Total Quality (3)
- ILEC 8604: Total Quality (3)
- ILEC 8720: World Politics and Governance (3)
- ILEC 8722: Leadership and Ethics (3)

**OPTION #1B:**
This option is available to students who completed one of the partner Master’s programs and want to add the Graduate Certificate in Leadership and Ethics to their official transcripts. To complete this option, you enroll in the Siegel Institute’s Graduate Certificate (without simultaneously enrolling in a Master’s or Doctoral degree) and complete 15 credit hours of designated courses. Depending on the coursework taken for the Master’s or Doctoral degree, a maximum of two courses (six credit hours) may apply toward the certificate.

**OPTION #2:**

**The Exclusive Certificate:**
Doing the Graduate Certificate in Leadership and Ethics in the Exclusive format enables you to enroll in ILEC’s graduate level courses without being enrolled in a Master’s or Doctoral degree. You enroll through the KSU Graduate School and register for ILEC classes required to complete the Graduate Certificate.

To complete the Exclusive Certificate in Leadership and Ethics, you complete 15 credit hours of ILEC Leadership and Ethics courses:

**Who Should Apply?**
- Non-traditional students (adult professionals) who desire to advance their academic education but choose not to enroll in a Master’s or Doctoral degree program at this time.
- Lifelong learners who are interested in ongoing education and desire to add additional academic credentials to their personal portfolio.
- Students who have completed a bachelor’s degree and are undecided on which Master’s degree program to pursue.

By doing the Graduate Certificate in Leadership and Ethics in the Exclusive format, you are able to gain valuable education in leadership and ethics as a Master’s degree level without committing to a Master’s or Doctoral degree program at KSU. Once you complete this certificate, you will be able to add this valuable credential to your resume or personal portfolio to show that you are advancing your education level and professional skills.

**Other Options:**

**Admission Requirements:**
- All qualified persons are equally welcome to seek admission to Kennesaw State University, and all persons may apply for and accept admission confident that the policy and regular practice of the University will not discriminate against them on the basis of race, religion, sex, national origin, or sexual orientation.
- The criteria used in determining each applicant’s eligibility for consideration in the Graduate Certificate in Leadership and Ethics shall include evidence of award of a bachelor’s degree from an institution accredited in a manner accepted by Kennesaw State University.
- Transcripts from each college and/or University attended should be sent to KSU’s Graduate Admissions Office.
- GRE, GMAT or LSAT Score Reports should be sent electronically to KSU’s Graduate Admissions Office. Applicants may make a formal request to waive this requirement only when the applicant has completed another graduate degree program and an appropriate transcript is submitted in support of the request.
- A resume is required and can be uploaded into the Graduate Admissions online application.
- International applicants may have additional requirements. Consult the KSU Graduate Admissions catalog.
- From eligible candidates, the Siegel Institute makes final admission decisions based on a combination of factors including academic degrees and records, test scores, and relevant work experience. In addition, consideration may be given to how the applicant’s background and life experience would contribute significantly to an educationally benefited mix of students.

**Graduate Admissions**
Kennesaw State University
www.kennesaw.edu/graduate/admissions/
Call: 470-578-4377 for information and to speak with a Graduate College admissions counselor.
Siegel Institute for Leadership, Ethics & Character
Kennesaw State University
www.kennesaw.edu/siegelinstitute
3391 Town Point Dr, NW, Suite #4700
Kennesaw, GA 30144
Mail Drop #114
Office: 470-578-2000
FAX: 470-578-9178
Admissions Counselor: Crystal Money,

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