

**TROY UNIVERSITY**  
**GRADUATE CERTIFICATE IN GOVERNMENT CONTRACTING**  
 Certificate Plan and Progress Record  
 Certificate Verification  
**12 Semester-Hours**

Name:  Student ID#:  Campus:   
 Address:  Email:

**DEGREE REQUIREMENTS:**

1. Admitted to the MPA program
2. Official transcript of all academic work
3. Unconditional Admission
4. 12 Semester hours of credit
5. Meet residency requirements
6. No more than two grades below "B"
7. Overall GPA of 3.0
8. All credit earned within 8 years of graduation

**REQUIRED CERTIFICATE COURSES:** (12 Semester Hours)

| COURSE NO. | TITLE                            | HRS | GRADE | TERM/YR | TRANSFER CREDIT |
|------------|----------------------------------|-----|-------|---------|-----------------|
| PA 6645    | Managing Government Contracts    | 3   |       |         |                 |
| PA 6647    | Advanced Contract Administration | 3   |       |         |                 |
| PA 6648    | Contract Negotiation             | 3   |       |         |                 |
| PA 6649    | Government Contract Law          | 3   |       |         |                 |

**ITEMS TO BE DISCUSSED:**

- Conditional or Unconditional Admission
- Availability of faculty for academic advising
- Petition for transfer credit once unconditionally admitted (3 SH maximum)
- Class attendance
- Drop and Withdrawal procedures; deadlines and consequences
- Petition for an incomplete grade
- Student participation in course and program evaluation

**ADMISSION STATUS:**

| TYPE          | DATE | INITIALS |
|---------------|------|----------|
| Conditional   |      |          |
| Unconditional |      |          |
| Residency     |      |          |
| Test Scores   |      |          |