

Certificate Program in

Project Management

Lead a Team to
Successfully Deliver
Complex Projects



SHIVANI DALAL,
Certificate Program in
Project Management
Graduate



UC Berkeley Extension



Launch a career or boost your qualifications in project management.

Project managers are in high demand across numerous industries—from government to biotechnology to software development—and UC Berkeley Extension's Certificate Program in Project Management provides the knowledge and skills to succeed in any field. You learn real-world methodologies and tools to gain competency and confidence in leading a team to successfully complete a complex project on time, within budget and to expectations.



Our instructors are experienced project managers who provide insight in how to identify, assess, prioritize and resolve project risks and issues. You learn to effectively communicate a project's needs to different types of audiences, including C-level executives. A wide range of electives allows you to focus on specific interest areas, such as project cost, global projects or Agile management. Successful completion of the academically rigorous curriculum provides you with the professional development units (PDUs) and formal education required for Project Management Institute (PMI)® certificates and recertification.

Whether you choose to study in a classroom or online—from anywhere in the world—you could complete your certificate in just one year. You can immediately apply your newfound knowledge to your current position, work toward a master's degree or fulfill professional development requirements. With certificate in hand, you have the tools to build a successful career in project management.



UC Berkeley Extension

Certificate Program in

Project Management

3 Required Courses, 6 Semester Units
8 Additional Semester Units of Electives*
14 Semester Units, 210 Hours of Instruction

REQUIRED COURSES

Project Management BUS ADM X470 (2 semester units)

Get a step-by-step introduction to the project management process, and review the differences between theory and practice.

Project Leadership and Building High-Performing Teams BUS ADM X469.2 (2 semester units)

Develop the leadership and communication skills to lead a successful project team.

Project Execution and Control BUS ADM X471.9 (2 semester units)

Learn how to use a project baseline plan to monitor progress, identify variances and take action to mitigate the impact of problems.

PRIMARY ELECTIVES (Choose at Least 2)

Project Scope and Quality Management BUS ADM X470.9 (2 semester units)

Explore processes for effectively and thoroughly defining project scope and for managing quality and scope changes throughout a project.

Project Schedule and Risk Management BUS ADM X440.4 (2 semester units)

Learn practical methods to not only deal with project risk but also recognize and manage project timing and potential problems.

Project Cost and Procurement Management BUS ADM X474.3 (2 semester units)

Explore the fundamentals of the procurement process, and learn to successfully manage project costs and evaluate and execute contracts.

QUALITY INSTRUCTION TO SUCCEED

- ☐ PMI-REGISTERED EDUCATIONAL PROVIDER
- ☐ INSTRUCTORS WITH EXTENSIVE PROFESSIONAL EXPERIENCE
- ☐ EVENING AND WEEKEND COURSE OPTIONS

ONLINE COURSES

- ☐ ABILITY TO STUDY WHEREVER, WHENEVER
- ☐ INTERACTIVE FORUMS WITH PROMPT FEEDBACK
- ☐ FREQUENT INTERACTION WITH INSTRUCTORS AND CLASSMATES

*Visit extension.berkeley.edu/cert/project.html for a list of all available electives.

Prerequisites for Admission

There are no prerequisites or admission requirements for the Certificate Program in Project Management, but a bachelor's degree (or equivalent) is recommended.

Curriculum Requirements

The curriculum comprises 3 required courses, 6 semester units and 8 additional semester units of electives for a total of 14 semester units (210 hours of instruction). Candidates must pay a nonrefundable certificate registration fee.

All coursework must be completed within five years of commencing certificate coursework. Because requirements may be updated based on new developments in the field of study, we recommend completing the curriculum in a timely fashion.

You may start the Certificate Program in Project Management at any time. Enroll in courses and register at extension.berkeley.edu/cert/project.html.

Completion Requirements

You must take all courses for a letter grade. To receive the certificate, you must maintain an overall minimum 2.5 grade point average (GPA), with a grade of C or better in each course. A Certificate With Distinction will be awarded to those who complete the certificate with a GPA of 3.7 or higher.

Industry-Standard Curriculum

Our project management courses are aligned with the most current industry standard developed by the Project Management Institute (PMI) and utilize PMI's current edition of *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*. As a PMI registered education provider, UC Berkeley Extension has been approved by PMI to issue professional development units (PDUs) for our courses (provider 1173).



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Take Your Knowledge to the Next Level

Apply project management course credit from UC Berkeley Extension to a master's in project management, such as University of Wisconsin-Platteville's online Master of Science in Project Management. Check with the institution first to ensure that it accepts Extension credit.



What Certificate Program in Project Management Recent Students Say



"Because I'm a postgraduate coming from India, I did not want to begin a program that I had already done, so the project management certificate sounded like a good option for me. I graduated in 2004, so getting back into education was a little hard. As I went through the program, I started getting back into the flow and enjoying it more. The flexible class schedule was also appealing. I have been really happy joining this program, and I'm looking forward to a bright future."

—SHIVANI DALAL, CERTIFICATE PROGRAM IN
PROJECT MANAGEMENT GRADUATE



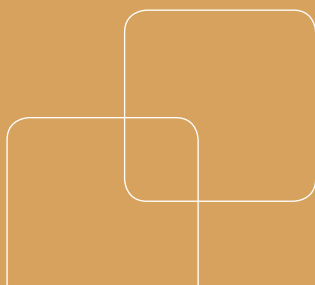
"For anyone responsible for managing a team or working in a team environment, the courses are indispensable. I found them to be transformative. I've improved my ability to assess team dynamics, reorganize priorities, and identify and value each individual's strengths."

—RANDY NASSON, DIRECTOR, PRODUCT MANAGEMENT;
MOXIE SOFTWARE, SUNNYVALE, CALIF.



"The diverse coursework provided me with a wealth of knowledge, tools and techniques. The practical experience I gained from the group projects gave me confidence to implement innovative project management techniques within my professional project teams and in my business. This program helps you build a skill set that is valuable both for career growth and for adding value to your organization."

—BLAKE DENISON, PMP, DIRECTOR, PROGRAM AND PROJECT
MANAGEMENT; CEPHID, SUNNYVALE, CALIF.



How to Register for This Professional Certificate

After you have completed the first course in the curriculum and you want to commit to completing the requirements, you should register for the Certificate Program in Project Management at extension.berkeley.edu/cert/register.html. Click on the More Information button next to the certificate title to begin the registration process. Complete your student account profile if you are a new student, and pay the nonrefundable certificate registration fee.

You may enroll in individual courses without registering for the Certificate Program in Project Management.

Value of a UC Berkeley Extension Professional Certificate

As the continuing education arm of the University of California, Berkeley, UC Berkeley Extension is a respected provider of adult and professional education. A UC Berkeley Extension professional certificate is approved by a UC Berkeley academic advisory board and widely recognized as proof of the successful completion of a high-caliber, in-depth course of study.

Do More With Project Management

UC Berkeley Extension offers a rich array of courses, professional certificates and specialized programs of study to help project managers and those in allied fields advance their careers in such areas as:

- Agile Management
- Business Process Management
- Construction Management
- PMP® Exam Preparation
- Project Human Resource Management
- Project Management in the Life Science Industries

PMP is a registered mark of the Project Management Institute Inc.

Learn More

For additional information about the Certificate Program in Project Management, visit extension.berkeley.edu/cert/project.html, email business@unex.berkeley.edu or call (510) 642-4231.



UC Berkeley Extension

Register Now Visit extension.berkeley.edu/cert/project.html