

SLIS Special Collections Librarianship Certificate Enrollment Form

Please fill out this form and submit to Katie McCullough (katie-mccullough@uiowa.edu) by the FIRST Monday of October. Please attend or watch the video of the Special Collections Certificate Information session in September prior to filling out this form.

Required Courses (3 s.h.)		
Course Number	Title	Semester
SLIS:5630	Introduction to Special Collections Librarianship	

Areas of Study (Four courses total):

Choose one course from each of the four areas below. All students must take a minimum of one course in at least three of the four areas listed here to successfully demonstrate their exposure to the breadth of special collections and archives work.

Area 1: Material Culture Research & Analysis		
Course Number	Title	Semester
Area 2: Care and Use of Collections		
Course Number	Title	Semester
Area 3: Arrangement, Description, and Cataloging		
Course Number	Title	Semester
Area 4: Digital Curation & Stewardship		
Course Number	Title	Semester

Practicum:

If you want to do a practicum for the certificate IN ADDITION to the 15 s.h. of certificate coursework, you may. Please note that the practicum will not take the place of any requirements in the above areas. Students enroll in the SLIS Practicum class, receive academic credit, and work with a faculty member to identify opportunities for working in libraries and other organizations. Students set professional and personal goals, complete 120 hours of work, and participate in classroom conversations. Students must complete the [Proposal for Practicum in Libraries and Information Centers form](#) two weeks before the beginning of the semester. For more information, contact Kara Logsdon. Placements must be approved as a special collections placement. Speak with [Colleen Theisen](#) for approval.

Student Signature: _____

Date: _____

FOR U2G Students! Students may only take classes for a graduate certificate during your "graduate" or fifth year. Classes taken during your "blended" year will not count towards a certificate. Keep in mind, you may not be able to complete all of the certificate requirements because of the timing of courses. Careful planning and communication with the certificate advisor will be important.