CERTIFICATE
HISTORIC INFORMATION MANAGEMENT
MUSEUM STUDIES

Program Description

Thank you for your interest in the **Historic Information Management Certificate in Museum Studies.** This program prepares students for entry-level work in the museum field and provides technical training for persons working in museums. Among the topics addressed by the courses are: the basics of collection development and cataloging, exhibit design, work with the public, and the use of computer technology in the museum environment.

Offering College

This certificate is offered only by Southeast Community & Technical College. Southeast Community & Technical College, as your Home College, will admit you and will facilitate your student service needs including advising, library services, billing, financial aid, and most importantly awarding the certificate. Southeast Community & Technical College will also enroll you for classes once all admission requirements have been met. The entire certificate may be completed online. Additional information about KCTCS admission requirements and college contacts may be accessed at http://www.kctcs.edu/Students/Distance_Learning.aspx

Course Requirements

This certificate requires 5 core courses in Museum Studies each of which is 3 credit hours for a total of 15 credit hours. In addition, 9 credit hours of general education coursework are also required (Eng 101 or an equivalent for 3 credit hours, 1 Heritage and Humanities course for 3 credit hours, and 1 Social Interaction course for 3 credit hours). Listed below is a guide to the required courses for this certificate. You may want to print this and guide and use it as "check-off" sheet as you complete the courses.

If you have any questions about the certificate or the requirements, please contact the Counselor at your Home College or visit the Historic Information Website at http://www.soucc.kctcs.edu/him/

Course Number	**Course Title**	**Credit Hours**
ENG 101	Writing I	3
	Heritage & Humanities course	3
	Social Interaction course	3
HIM 104	Museum Studies: Characteristics & Overview	3
HIM 230	Museum Studies: Collection Care & Management	3
HIM 232	Museum Studies: Conservation and Preservation	3
HIM 234	Museum Studies: Exhibits	3
HIM 236	Museum Studies: Automation	3
	Total for the certificate	**24**

Helpful links:

APPLICATION: http://www.kctcs.edu/students/admissions/apply_online.aspx
CALENDAR: http://www.kctcs.edu/Students/Distance_Learning/Calendar.aspx
CONTACTS: http://kctcs.edu/distancelearning/DLPeerTeam.htm
COURSES: http://www.kctcs.edu/Students/Distance_Learning/Online_Courses.aspx
FINANCIAL AID: http://www.kctcs.edu/Students/Costs_and_Financial_Aid.aspx
GETTING STARTED: http://www.kctcs.edu/Students/Distance_Learning/Getting_Started.aspx
STUDENT TUTORIAL: http://www.kctcs.edu/Students/Distance_Learning/Tutorials.aspx
KCTCS COURSES AVAILABLE AT KYVC: http://kyvc.org/

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KCTCS
Kentucky Community & Technical College System