

PART VI:
Student Application and Course Plan for
Certificate in Facility Management

Date of Application to Certificate Program: _____

Student Information

Name: _____ Student ID Number: _____

Address: _____

Phone(s): _____ Email: _____

Degree Information

Department: _____

Degree Program (please circle)

Ph.D. ARCH URSC M.ARCH MLA MUP MS(Arch) MSLD MS(COMG) MS(VIZA) MS(ME)

Chair of Graduate Advisory Committee: _____

Expected completion date: _____

Please provide the following items:

I. A copy of the approved proposal of the dissertation, thesis, final study, or professional paper that clearly demonstrates the significance of the research to the field of facility management. *This must be submitted to the facility management certificate council before you begin your research or final study.*

II. When you submit your proposal (part I) and before you begin your research or final study, you must also include a separate document that answers the following four questions:

1. What aspect of facility management does the proposed work impact? Please list.
2. How does the proposed work relate to the state-of-the-art in facility management?
3. Why is the proposed work significant to a facility manager?
4. If the results of the proposed work are adopted by a facility manager, how would the impact be measured (i.e., time savings, money savings, energy savings, etc.).

III. A final abstract as was filed with the dissertation, thesis, final study or professional paper and the final dissertation, thesis, final study or professional paper **in electronic format** (MS Word or Adobe Acrobat).

Application parts I and II must be submitted before you begin your research.

Application part III must be submitted after you complete your research in order for you to receive your certificate.

This completed application must be submitted to:

Dr. Robert Johnson, Chair, FM Certificate Program
CRS Center (Room 006)
Williams Administration Building

Student Course Plan for FM Certificate

List below proposed courses to meet FM Certificate requirements.

Department Abbreviation	Course Number	Course Title	Credit
<i>COSC</i>	<i>670</i>	<i>Introduction to Facility Management</i>	<i>3</i>
		Total hours listed for credit	

- **REQUIREMENTS:** A minimum 15 credit hours of courses, distributed as follows:
 - a) COSC 670, Introduction to Facility Management
 - b) a capstone course of at least 3 credit hrs,
 - c) at least 2 courses of 3 credit hours each from one of the 4 major elective areas,
 - d) at least 3 credit hours of course work outside your major field of study.
- In unusual cases, when a student identifies a course not on the list or wishes to transfer a course from another institution, the syllabus and specific reference to facility management content **MUST** be submitted for review. Courses not accepted for use toward a graduate degree at Texas A&M University may not be used toward the certificate.
- Where a course has a generic topic (for example a design studio in architecture or a capstone studio course in planning) the facility management content and the student's specific role in working with that content must be stated in a supporting letter from the student submitted with the application and signed by the instructor
- **IMPORTANT:** Please attach a copy of your approved degree plan, as approved and signed by your Graduate Advisory Committee.

Signature of Student

Date

Approval Recommended:

Facility Management Certificate Council

Date

Distribution:

Grad Programs Office	Certificate Office	Student	Chair, Student's Graduate Advisory
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