

HR Certificate Programs Special Edition

Great news for employees looking to boost their skills and take their career to the next level – HR certificate programs are opening back up in May 2025!

Whether you're looking to enhance your leadership abilities, build expertise in administrative services, or dive into the complexities of compliance, there's a program for you. Let's take a look at the three core certificate programs that will be available:

Certificate in Administrative Services

The Certificate in Administrative Services is a program designed to offer courses which will develop employees' skills in the areas of administrative processes and procedures as they relate to the University.

For a list of courses and additional information, please visit: <https://uwf.edu/offices/human-resources/i-am-a/employee/professional-development/adminserv/>

Certificate in Leadership & Management

The Certificate in Leadership and Management program will help maximize the leadership qualities you already possess while allowing you to cultivate new strengths through education and training.

For a list of courses and additional information, please visit: <https://uwf.edu/offices/human-resources/i-am-a/employee/professional-development/leadership/>

Certificate in Compliance

The Certificate in Compliance program is designed to educate UWF employees on compliance issues as they relate to various areas of the University. This includes best practices, actions regarding federal and state laws governing the University, and policies that relate to your work environment.

For a list of courses and additional information, please visit: <https://uwf.edu/offices/human-resources/i-am-a/employee/professional-development/compliancetraining/>

FOR REGISTRATION:

Please visit the [Professional Development Learning Library](#) or [SCOOP](#) to view course availability and registration details.

STAY TUNED!

The excitement does not stop there! Please look forward to additional certificate program courses becoming available in Fall 2025. The University is committed to offering even more options for

career development that will help you continue to grow and succeed in your professional journey.

If you have any questions or would like additional information, please contact the Employee Engagement Coordinator, [Jack Kolodziejcki](#), at 850.474.2292.

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