UPSKILL, CERTIFICATE

This 4-course, applied online program is designed to efficiently map Ivy League coursework to in-demand professional skill sets and support you as you progress toward your next career goal. The Upskill Certificate's competitive advantage is its laser focus on career readiness backed with the timelessness of the liberal arts in an online work- and family-friendly format. You can also tailor your certificate to your ambition by choosing courses that complement your career goals—whether that entails enhancing your communication skills, understanding workplace dynamics, or mastering the foundations of data science.

This program is designed for anyone looking to upskill or reskill, including:

- Graduates who are looking for ways to become more competitive in the job market
- Individuals who have been recently laid off due to workforce reductions
- Workers who are looking to revise or rebrand their skill set

Upskill Certificate Requirements

- The Upskill Certificate is a 4-course, 4 c.u. credit program of study taught by University of Pennsylvania faculty.
- To earn a certificate, students complete any four of the courses indicated below.
- Students who complete the basic certificate may pursue an Advanced Upskill Certificate (6-course, 6 c.u.) by adding two additional eligible courses.

Flexible Course Schedule and Tuition

Penn LPS Online courses in the Upskill Certificate are offered on an accelerated (8-week) schedule, so the certificate can be completed in less than one year. Courses in the online certificate program are largely asynchronous with some synchronous sessions to be scheduled by the instructors. All Penn LPS Online courses are taught at the undergraduate level by Penn instructors.

You have the option to enroll in individual upskill courses without committing to the entire online certificate, enjoying the flexibility and expertise offered by Penn LPS Online to suit your schedule and interests.

Learn more about the Upskill Certificate. (https://lpsonline.sas.upenn.edu/academics/certificates/upskill/)

The Upskill Certificate can prepare you to:

- Develop rhetorical strategies and skills to persuade specific audiences through verbal, visual, and written communication
- Practice and apply critical thinking skills in the classroom and workplace
- Explore competing schools of thought about leadership ethics
- Learn how to use quantitative and qualitative data in decision-making and problem-solving
- Use empathic and analytic skills to integrate and build upon other viewpoints and perspectives
- Identify, develop, and apply distinctive leadership traits and skills
- Learn how readers, writers, and designers use complex multimedia texts incorporating language, image, sound, and gesture to produce a coherent, engaging message
- Understand how to make complex information accessible to audiences through effective visualization

Curriculum

Certificate students who complete four of the online courses listed below earn an Upskill Certificate. Those students are then eligible to pursue an Advanced Upskill Certificate by taking two additional courses.

Code	Title	Course Units
Upskill Certificate		
Students can elect to take any 4 of the courses listed below for the basic certificate:		*4*
DATA 1010	Introduction to Data Analytics	
DIGC 1200	Digital Literacy & Cultural Change	
GLBS 1000	Introduction to Global Studies	
ICOM 1000	Intercultural Communication	
LEAD 1010	Leadership Theory, Practice and Purpose	
MTHS 2200	Introduction to Applied Statistics	
ORGC 1600	Introduction to Team Culture	
ORGC 2010	Virtual Collaboration	
PROW 1000	Fundamentals of Professional Writing	
PROW 1030	Introduction to College Writing	
PROW 4010	Composing a Professional Identity	
Total Course Units		**4**

Plan of Study

This is only a sample plan of study for the Basic + Advanced Certificate. This plan will take between one to two years. This example plan of study is based on course availability. Note that some requirements are only offered in Fall, Spring, Summer and registration should be planned accordingly. Visit the Penn LPS Online course guide (https://lpsonline.sas.upenn.edu/academics/course-guide/) for the latest course offerings.

First Year		
Fall		**Course Units**
Fall Part of Term 1- 1 Course		1
Fall Part of Term 2- 1 Course		1
	Course Units	**2.00**
Spring		
Spring Part of Term 1- 1 Course		1
Spring Part of Term 2- 1 course		1
	Course Units	**2.00**
Summer		
Summer Term- 1 Course		
	Course Units	**0.00**
Second Year		
Fall		
Fall Part of Term 1- 1 Course		1

Fall Part of Term 2- 1 Course		1
	Course Units	**2.00**
	Total Course Units	**6.00**

The degree and major requirements displayed are intended as a guide for students entering in the Fall of 2026 and later. Students should consult with their academic program regarding final certifications and requirements for graduation.

In 2018, only 15% of executives and 13% of hiring managers express satisfaction with recent graduates' ability to apply the skills and knowledge they learned in college to complex problems in the workplace. Furthermore, only 34% of executives and significantly fewer hiring managers (25%) say that most recent graduates have the necessary skills and knowledge to advance or be promoted. (AACU, 2018)
This applied online program (fall, spring, summer) is designed to efficiently map ivy league coursework to in-demand skillsets: assisting students as they seek their next step. Up(skill)'s competitive advantage is its laser focus on career readiness, backed with the timelessness of the liberal arts in an online, work and family friendly format.

This program is designed for anyone looking to upskill, including:
• Graduates who looking for ways to become more competitive in the job market
• Individuals who have been recently laid off due to workforce reductions
• Workers who are looking to revise or rebrand their skillset

Students will achieve the following learning objectives:

• Develop strategies and skills to persuade specific audiences through verbal, visual, and written communication
• Practice and apply critical thinking skills in the classroom and beyond
• Explore competing schools of thought about leadership ethics
• Learn how to use quantitative and quantitative data in decision-making and problem-solving
• Analyze different audiences, scenarios, and contexts in order to shape your messaging
• Develop effective rhetorical strategies and skills to persuade specific audiences—personal, professional, and social—through visual, written, and multimedia communication
• Develop empathic and analytic skills to integrate and build upon other viewpoints and perspectives
• Identify, develop and apply distinctive leadership traits and skills
• Learn how readers, writers, and designers use complex multimedia texts incorporating language, image, sound, and gesture to produce a coherent, engaging message
• Understanding how to make complex information accessible to audiences through effective visualization.

Curriculum

Code	Title	Course Units
Students can elect to take any 2 of the courses listed below for the advanced certificate, aside from the courses taken for the Basic Certificate:		*2*
DATA 1010	Introduction to Data Analytics	
DIGC 1200	Digital Literacy & Cultural Change	
GLBS 1000	Introduction to Global Studies	
ICOM 1000	Intercultural Communication	
LEAD 1010	Leadership Theory, Practice and Purpose	
MTHS 2200	Introduction to Applied Statistics	
ORGC 1600	Introduction to Team Culture	
ORGC 2010	Virtual Collaboration	
PROW 1000	Fundamentals of Professional Writing	
PROW 4010	Composing a Professional Identity	
Total Course Units		**2**

The degree and major requirements displayed are intended as a guide for students entering in the Fall of 2026 and later. Students should consult with their academic program regarding final certifications and requirements for graduation.