



University  
of Victoria  
Public  
Administration

# GRADUATE CERTIFICATE AND DIPLOMA IN EVALUATION

University of Victoria

The School of Public Administration is proud to launch the first online Graduate Certificate and Graduate Diploma in Evaluation programs in Canada. The programs have been developed in response to demand from professionals and employers for qualifications that, when combined with professional experience, lead to an evaluator credential.

Our Graduate Certificate and Diploma in Evaluation programs are designed for professionals working in the evaluation field as government or non-profit employees or consultants, as well as new professionals interested in a career in evaluation. Whether you are at the beginning or midpoint of your career, completing our courses will ensure that you benefit from the increasing demand for skilled evaluators. Our commitment to online delivery allows you to combine graduate studies with work and family responsibilities.

## Gaining a Professional Evaluator Credential

The Canadian Evaluation Society (CES) offers a credentialing process for people interested in acquiring a professional evaluator designation. One requirement for becoming a Credentialed Evaluator is a graduate credential that is relevant to practicing evaluation. Information about credentialing is available at: [www.evaluationcanada.ca](http://www.evaluationcanada.ca).

The School of Public Administration is a founding member of the Consortium of Universities for Evaluation Education (CUEE), an organization created in 2008 to respond to the need to broaden accessibility to graduate evaluation education. Information about CUEE can be found at [www.evaluationeducation.ca](http://www.evaluationeducation.ca). Both the Treasury Board of Canada and the Canadian Evaluation Society are ex officio members of the Consortium, signalling their support for CUEE as well as their recognition of the need for more accessible graduate evaluation education in Canada.

## Knowledge and Skills

Our programs offer students the opportunity to build valuable knowledge and skills in:

- essential methodologies, theoretical approaches, and their applications in evaluation and performance measurement;
- understanding the role that economic analysis plays in evaluation, including cost-benefit and cost-effectiveness analysis;
- qualitative approaches to evaluation;
- quantitative approaches to evaluation; and
- current evaluation issues and debates, including the growing interest in professionalizing evaluation.

Students completing the Diploma in Evaluation will also gain hands-on understanding of the application of evaluation methodologies in an actual evaluation project by working with a client to complete a practical, useable evaluation.

## The Programs

The Graduate Certificate and Graduate Diploma programs are complementary – you will be admitted to the Graduate Certificate in Evaluation and will have the option to continue your studies and complete the Graduate Diploma in Evaluation.

## Graduate Certificate in Evaluation

The Graduate Certificate in Evaluation is a part-time program delivered entirely online. The program starts in September and courses are offered year round. The Certificate can be completed in just four semesters.

**Fall: First Semester (September to December)**

**ADMN 537 (1.5 units) Program Evaluation and Performance Measurement**

### Spring: Second Semester (January to April)

**ADMN 580** (1.5 units) Qualitative Evaluation Methods and Applications

### Summer: Third Semester (May to August)

Choose one of the following:

**ADMN 581** (1.5 units) Quantitative Methods for Public Policy Analysis and Program Evaluation; or

**ADMN 582** (1.5 units) Topics in Program Evaluation, Performance Measurement, Performance Management and Knowledge Management

### Fall: Fourth Semester (September to December)

**ADMN 544** (1.5 units) Economic Evaluation Methods and Applications

## Graduate Diploma in Evaluation

Upon completion of the four courses listed above, you may opt to apply for your Graduate Certificate or you may apply for admission to the Graduate Diploma in Evaluation.

To complete the Graduate Diploma in Evaluation, you will enroll in:

**ADMN 596** (4.5 units) Evaluation Project

Students who enrol in the Graduate Diploma complete an evaluation project for a client/organization. The project is supervised by a faculty member in the School of Public Administration and the final report is assessed by a committee consisting of the academic supervisor, a second reader of the report, and a practitioner who is usually a member of the client organization. Students generally require from one to two semesters to complete the project.

## Applications

For September entry to the Graduate Certificate in Evaluation, applications must be received by March 1.

To be eligible for admission to the Graduate Certificate in Evaluation Program, you must have:

- an undergraduate degree (or equivalent from another country) from an accredited institution.

- a grade point average of at least B average in the last two years (30 units) leading to the undergraduate degree. Students with graduate degrees will be assessed on their performance in both their undergraduate and graduate degrees.
- completed the equivalents of the following courses:
  - Research Design: Critical Appraisal of Information (ADMN 502A);
  - Introductory Descriptive and Inferential Statistics (ADMN 502B);
  - Introduction to Economics for the Public Sector (ADMN 310 or ADMN 509).

Course descriptions: <http://web.uvic.ca/calendar/CDs/ADMN/CTs.html>

For complete application guidelines, see the University of Victoria Faculty of Graduate Studies website <http://web.uvic.ca/gradstudies/> and School of Public Administration website <http://publicadmin.uvic.ca>.

**Applications and supporting documents should be sent to the University of Victoria Graduate Admissions and Records Office.**

**Delivery of this program is subject to funding.**

## The School of Public Administration

The Graduate Certificate and Diploma in Evaluation are offered by the School of Public Administration under the leadership of Dr. Jim McDavid, a 30 year member of the Canadian Evaluation Society and one of Canada's leading public administration scholars in the fields of performance measurement and management and program evaluation.

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