

# MyCAA Education & Training Plan (ETP)

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**Louisiana State University Shreveport**  
**Division of Continuing Education and Public Service**  
**One University Place | Shreveport, LA 71115-2399**  
**<https://www.ce.lsus.edu/>**

## Student Information:

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Student Name:	<u>Enter student name</u>
School Issued Student ID:	<u>N/A</u>
Program Name:	<u>Research Specialist Certificate Program with Externship</u>
Program Type:	<u>Certificate</u>
Program Duration:	<u>6 Months</u>
Scheduled Start Date:	<u>Enter program start date</u>
Estimated Completion Date:	<u>Enter program end date</u>
Course Delivery Format	<u>Online</u>

## Program Overview:

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The Research Specialist Program takes students through the fundamentals of qualitative research from gathering data, developing surveys, and recording sources properly to thinking critically about your findings and challenging yourself to draw unexpected conclusions from your efforts. More often, the challenge to research is synthesizing your discoveries into written form – turning a collection of notes into a final expression or argument. This program will show students how to get from start to finish on a research project through proven strategies alongside emerging trends in internet and digital research.

## Certification/Licensure Eligibility upon Program Completion:

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Students should have or be pursuing a high school diploma or GED.

- There are no state approval and/or state requirements associated with this program.
- There is a National Certification exam available to students who successfully complete this program:

☐ Microsoft Office Specialist (MOS) Certification Exam.

## Tuition Cost:

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\$3,799

Course Breakdown:

Course/Program Code	Course/Program Title	Course Credits (if applicable)
LSUS-A-RSCH	Research Specialist Certificate Program with Externship	375 Contact Hours/ 37.5 CEU's

School Official Certification:

By my signature below, I certify the above information is true, accurate, complete, and being submitted on behalf of the institution named in this document.

Signature/Title of Authorized School Official

Date

School Official Printed First and Last Name

School Official E-mail and Phone Number