



Affordable and Future-Focused.

Career-Accelerating Professional Education.

UT Austin's **Center for Professional Education** can help you keep your career skills sharp. We design and deliver professional education and training programs aligned to today's most in-demand careers. Our programs are affordable and offered in a variety of classroom, online and hybrid formats to provide flexibility.

UPCOMING ONLINE INFO SESSIONS

| | |
|---|---------|
| Project Management Certificate Program | 8/6/24 |
| Personal Trainer Certificate Program | 8/7/24 |
| Graphic Design Certificate Program | 8/15/24 |
| Human Resource Management Certificate Program | 8/15/24 |
| Paralegal Certificate Program | 8/20/24 |

BUSINESS ANALYSIS



| COURSE/PROGRAM NAME | DATE(S) | COST |
|---|---------------------|---------|
| Business Analysis Certificate | Ongoing | \$4,490 |
| Business Analysis Essentials | 8/28/24 - 8/29/24 | \$655 |
| Business Analysis Planning and Monitoring | 9/12/24 - 9/13/24 | \$655 |
| Eliciting Requirements with Stakeholder Collaboration | 9/24/24 - 9/25/24 | \$795 |
| Business Analysis Essentials | 10/9/24 - 10/10/24 | \$655 |
| Business Process Analysis and Modeling | 10/23/24 - 10/24/24 | \$795 |

COMMUNICATION



| COURSE/PROGRAM NAME | DATE(S) | COST |
|---|-------------------|---------|
| Communication Skills for Professionals Certificate | Ongoing | \$3,495 |
| Professional Writing Certificate | Ongoing | \$1,795 |
| Communicating Clearly: Effective Business Correspondence | 8/16/24 | \$595 |
| Dealing with Difficult People | 8/19/24 - 8/20/24 | \$595 |
| Know Your Audience: Navigating Workplace Communication | 8/20/24 - 8/21/24 | \$595 |

COMMUNICATION (CONTINUED)

| | | |
|---|---------------------|-------|
| Speak Up: Making a Clear and Confident Impression | 8/28/24 | \$595 |
| Essentials of Dynamic Communication | 9/6/24 | \$595 |
| Mastering Mechanics: Proofreading, Punctuation and Grammar | 9/18/24 - 9/19/24 | \$595 |
| Communication Strategies For Introverted Business Professionals | 10/2/24 - 10/3/24 | \$595 |
| Technical Writing | 10/17/24 - 10/18/24 | \$595 |
| Document & Information Design | 10/31/24 - 11/1/24 | \$595 |
| Writing Effective Business Proposals | 11/7/24 - 11/8/24 | \$595 |

DATA & TECHNOLOGY





| COURSE/PROGRAM NAME | DATE(S) | COST |
|---|-------------------|----------|
| Coding Boot Camp Certificate - Part-time | 8/12/24 - 2/13/25 | \$12,495 |


FINANCIAL PLANNING





| COURSE/PROGRAM NAME | DATE(S) | COST |
|---|-------------------|---------|
| Financial Planning Certificate –Online, Instructor-led | Ongoing | \$4,995 |
| Financial Planning Certificate –Virtual Classroom Plus | Ongoing | \$7,195 |
| Financial Planning Certificate –Guarantee to Pass™ | Ongoing | \$8,295 |
| Financial Planning Certificate – Self-Paced Plus | Start Anytime | \$4,695 |
| Fundamentals of Financial Planning | 8/27/24 - 10/3/24 | \$795 |

| GRAPHIC DESIGN  | | |
|--|-------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Introduction to Graphic Design | Start Anytime | \$399 |
| Graphic Design Certificate | 9/4/24 - 12/18/24 | \$3,899 |


| HUMAN RESOURCES  | | |
|---|--------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| SHRM Essentials of Human Resource Management | 8/12/24 - 8/21/24 | \$749 |
| Human Resource Management Certificate | 9/9/24 - 12/2/24 | \$1,595 |
| Human Resource Management Certificate | 9/17/24 - 12/17/24 | \$1,595 |
| Human Resource Management Certificate | 9/28/24 - 12/7/24 | \$1,595 |


| INNOVATION MANAGEMENT  | | |
|---|---------------|-------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Essentials of Practical Design Thinking | Start Anytime | \$279 |


| LEADERSHIP  | | |
|--|---------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Leadership Academy Certificate | Ongoing | \$3,995 |
| Coaching as a Leadership Strategy | 8/14/24 - 8/15/24 | \$595 |
| Leading Change in Your Organization | 8/29/24 - 8/30/24 | \$595 |
| Pitching YOU: Promote Your Best Self | 9/10/24 - 9/11/24 | \$595 |
| The Power of Leadership Presence | 9/18/24 - 9/19/24 | \$595 |
| Unlocking Your Leadership through the Power of Emotional Intelligence | 9/23/24 | \$595 |
| Effective Time Management and Life Leadership | 9/30/24 - 10/1/24 | \$595 |
| Paths to Organizational Influence | 10/15/24 - 10/17/24 | \$595 |
| Critical Problem Solving and Decision Making | 11/1/24 | \$595 |


| MANAGEMENT  | | |
|--|---------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Business Management Certificate | Ongoing | \$3,995 |
| Management Fundamentals Certificate | Ongoing | \$1,795 |

| MANAGEMENT (CONTINUED) | | |
|--|---------------------|-------|
| Managing Without Authority | 8/1/24 - 8/2/24 | \$595 |
| Assertiveness Skills for Managers | 8/22/24 - 8/23/24 | \$595 |
| Managing and Supervising People | 8/26/24 - 8/27/24 | \$595 |
| Making the Transition from Employee to Manager | 9/3/24 - 9/4/24 | \$595 |
| Strategic Team Management | 9/17/24 - 9/18/24 | \$595 |
| Fundamentals of Negotiation | 9/27/24 | \$595 |
| Delegation and Accountability | 10/4/24 | \$595 |
| Assertiveness Skills for Managers | 10/8/24 - 10/9/24 | \$595 |
| Introduction to Financial Management | 10/29/24 - 10/30/24 | \$595 |

| NONPROFIT MANAGEMENT  | | |
|--|---------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Fundraising Certificate | Start Anytime | \$689 |
| Nonprofit Management Certificate | Start Anytime | \$1,595 |

| PARALEGAL  | | |
|---|------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| 20+ Paralegal Specialist Concentrations Offered | Start Anytime | \$1,995 |
| Online Paralegal Certificate - Self-Paced | Start Anytime | \$5,295 |
| Paralegal Certificate | 9/10/24 - 2/4/25 | \$5,295 |

| PERSONAL TRAINER  | | |
|--|--------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Personal Trainer Certificate | 10/15/24 - 12/7/24 | \$1,349 |

| PROJECT MANAGEMENT  | | |
|--|---------------------|---------|
| COURSE/PROGRAM NAME | DATE(S) | COST |
| Online Project Management Certificate - Self-Paced | Start Anytime | \$2,999 |
| Principles of Project Management | 8/13/24 - 8/21/24 | \$695 |
| Project Management Certificate | 9/23/24 - 11/18/24 | \$4,195 |
| Principles of Project Management | 10/15/24 - 10/23/24 | \$695 |