



Gerontology Student Guide



I. Finding the Program



II. Applying to the Program



III. Admission into the Program



IV. Connecting with an Advisor



V. Course Mapping & Completion



VI. Student Engagement



VII. Internship or Research Planning



VIII. Internship or Research Completion



IX. Applying for Graduation



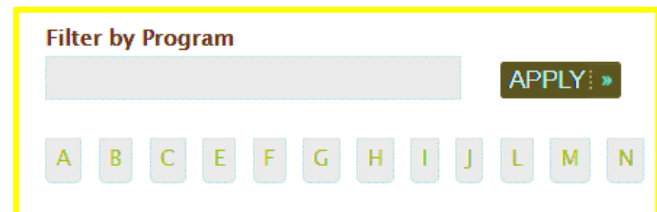
X. Staying in Touch



Finding the Program

Portland State University Website

- Visit the Portland State webpage pdx.edu
- Click **ACADEMICS** carrot on main page
- Select **Graduate Programs** or **Graduate Online & Flexible Programs**
- Search Graduate programs for **Gerontology**
- Visit **the Institute on Aging Graduate Certificate in Gerontology page**
- **To request more information, contact ioainfo@pdx.edu**



Institute on Aging Website

- Visit the Institute on Aging webpage pdx.edu/institute-on-aging
- Click **Education** from the top navigation bar
- Click **Graduate Certificate in Gerontology**

WELCOME TO THE INSTITUTE ON AGING!

EDUCATION

GRADUATE CERTIFICATE IN GERONTOLOGY



Note: The website will look different on a mobile device or small screen.

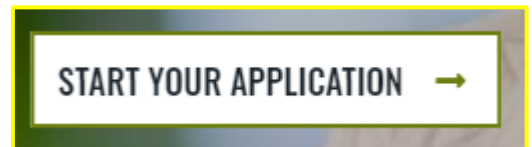


Applying to the Program

Portland State University Admission Website



- Visit the Portland State Admissions webpage pdx.edu/admissions
- Click the **APPLY** box on main page
- Under **APPLY AS A** click **GRADUATE STUDENT**
- On the Apply to Graduate School page, select **START YOUR APPLICATION**



- Make an account and verify it using an emailed link from **Portland State University Graduate School**
- Visit the Application Portal at apply.pdx.edu/apply for **Application Management**
- Go to **Program Selection**, under College* select “College of Urban & Public Affairs” then “Gerontology, Certificate”
- Applicants will then fill in background information, academic history, upload a resume and request **2 recommendations**
- A one-page **Statement of Purpose** must be submitted
- **International Students** have additional requirements
- **Current PSU graduate students** must submit a [GO-19 Form](#)

- [Home](#)
- [Instructions](#)
- [Program Selection](#)
- [Personal Background](#)
- [Personal Background \(continued\)](#)
- [Academic History](#)
- [Résumé](#)
- [Statement of Purpose](#)
- [Program-Specific Questions](#)
- [Recommendations](#)
- [Signature](#)
- [Review](#)



Admission into the Program

Institute on Aging and the Graduate School

Congratulations on your admission to Portland State University's College of Urban and Public Affairs Gerontology, Certificate program for Spring 2019! We are thrilled to welcome you to Graduate School at the most diverse public university in Oregon.

This letter is your official notification of admission into Graduate School and also provides you with important details that you will use during your academic career.

Welcome to the field of Gerontology!

- Once admitted to the program, the Graduate school will email a letter of acceptance to the student signed by the Dean of the Graduate School.
- The letter of acceptance will include a 9-digit PSU student ID number, the admitted term, the major and the residency status.
- The letter will also provide instructions on how to access Portland State applications and make an Odin Account, along with the student's unique security code for making an the account.
- The Portland State Institute on Aging will also email and mail a welcome letter to the admitted student with information about resources and institute research.



Connecting with an Advisor

Director of the Institute on Aging at Portland State University

The Director of the Institute on Aging is [Dr. Paula Carder](#), renowned researcher, faculty member and PSU alumni.

Dr. Carder is the primary advisor for postbaccalaureate students pursuing the Graduate Certificate in Gerontology.



- If a student is also pursuing a master's or doctoral degree at Portland State and already has been assigned an academic advisor, the Director would be a secondary advisor.
- At the beginning of the student's term of admission, an Institute on Aging team member will reach out to the admitted student to schedule a 30-minute meeting in-person or via phone with the Director of the Institute on Aging.
- It is important to keep your advisor up to date on your progress and ask any questions you may have about the courses you want to take to meet the program requirements.



Course Mapping & Completion

Graduate Certificate Course Requirements

- The Graduate Certificate in Gerontology requires **3** core courses, **2** electives and **80** hours of experiential learning through an internship or independent research project.
- The certificate can be completed on its own or as a part of another master's or doctoral program at Portland State. Examples include Urban Studies, Sociology and Social Work.
- **3 Core Courses**
 1. AGE 556 – Health Aspects of Aging (4 credits)
 2. AGE 558/658 – Perspectives on Aging (3 credits)
 3. SOC 569 – Sociology and Aging (4 credits) **OR**
PSY 562 – Psychology of Adult Development & Aging (4 credits)
- **2 Electives**

Electives for the certificate must have a focus on aging
Below are some of the accepted electives

 - AGE 557/657 – National Long-Term Care Policy (3 credits)
 - AGE 559/659 – Economics of Aging (3 credits)
 - AGE 560/660 – Mental Health & Aging (3 credits)
 - AGE 562 – Global Aging (3 credits)
 - USP 585 – Housing Environments for Older Adults (3 credits)
 - SOC 566 – Sociology of Dying and Death (4 credits)

*The availability of certain aging related courses may change each year, so students are encouraged to check with the Institute on Aging.



Student Engagement

Gerontology Student Socials

Once a quarter, the Institute on Aging (IOA) hosts a gerontology student social for current and prospective students. This gathering is attended by students and IOA faculty, staff and researchers and offers the opportunity to connect. Attendees can join in person on campus and through a video stream remotely.

Quarterly Announcements

Several times throughout the quarter, the Institute on Aging (IOA) will send out “Hey! From the IOA”, a digital newsletter featuring recently published articles, local updates and opportunities for gerontology students to gain experience.

Educational & Networking Opportunities

The Institute on Aging (IOA) can provide graduate students the opportunity to gain research experience through Graduate Research Assistant positions when funding is available. Projects include the [Oregon Community-Based Care Project](#) and the [Behavioral Health Initiative Evaluation](#).

The IOA hosts educational and networking events on campus, bringing in experts in the field of aging to discuss relevant topics. The IOA works closely with the [Oregon Gerontological Association](#) (OGA) to enhance knowledge and cultivate a network of all of those involved in the field of aging in Oregon and SW Washington. The OGA offers monthly educational and networking events available to Portland State gerontology students.



Internship or Research Planning

- The culmination of the Graduate Certificate in Gerontology program is the completion of an internship (AGE 504) or independent research project (AGE 501). Identifying a site or research focus is an important part of the process.

- **Internship Site Research**

Internship sites may include a variety of types of agencies or organizations. Consider what skills and knowledge you would like to gain and/or what type of agency/organization would best meet your career objectives, including where you would like to work and the type of work in which you would like to be engaged.

Examples include advocacy organizations, senior centers, hospice programs, assisted living facilities, nursing homes, meal programs, social service agencies, housing agencies, health care clinics, transportation agencies, or trust departments at banks.

- **Independent Research Project**

Graduate students who are required to complete a master's thesis or doctoral dissertation may use their research project for the gerontology certificate if the primary focus of their research includes aging and older adults.

Note: Students are encouraged to connect with their potential field site and supervisor at least one quarter in advance.



✓ Internship or Research Completion

- Students must complete an application **at least one term prior** to beginning the internship or independent research project
- Once the application has been approved by the IOA Director, the student will register using a [By-Arrangement Form](#)

- **Internship Completion**

The internship generally starts at the beginning of a term. The student is expected to spend 80 contact hours (e.g., eight hours per week for 10 weeks) at the internship site. Internships may carry over into a second term to allow all contact hours to be completed.

After completing the internship, the student submits a final, reflective paper (7-10 pages double spaced) to the IOA Director.

The field *supervisor will complete a* written performance evaluation of the student's effort, proficiency in work skills, and an assessment of the student's suitability for occupation in that area of practice. The field supervisor's evaluation should be **submitted along with the student's final internship paper.**

- **Independent Research Completion**

Students who choose a research focus must also complete the final, reflective paper and submit it with a copy of the form that indicates their thesis/dissertation was approved to the IOA Director.

The final paper is due by the **last day of finals week** of the quarter. The IOA Director will consider extensions on a case-by-case basis.



Applying for Graduation

Degree Audit Reporting System (DARS)

Students can track their progress towards the Graduate Certificate in Gerontology through the Degree Audit Reporting System (DARS) available in **Banweb** under **Student Services**.

- When selecting an Audit Level, students would choose “GRD-Graduate Audit”, then under Request an Audit.
- Under Degree Program select “CRTGR in Gerontology CRTGR – GRNC” then the Catalog Year.
- The page will then load with the requested audit results, which can be printed.
- **Important Note:** The DARS is helpful for planning but should be reviewed with the student’s academic advisor to ensure the student is fulfilling all of the degree requirements.

Example of Credit Requirements On a DARS Report:

GERONTOLOGY COURSEWORK																							
Earned:		20.00 CREDITS		3 Sub-groups																			
<p>1) CORE COURSEWORK You must take AGE 556, AGE 558/658, and one of the following: SW 574, SW 544/644, PSY 562, or SOC 569.</p> <p style="text-align: right;">3 Courses Taken</p> <table border="1"> <tr> <td>Su19</td> <td>SOC 569 001</td> <td>4.00</td> <td>A</td> <td colspan="2">SOCIOLOGY OF AGING</td> </tr> <tr> <td>Fa19</td> <td>AGE 556 001</td> <td>4.00</td> <td>A</td> <td colspan="2">HEALTH ASPECTS AGING</td> </tr> <tr> <td>Fa19</td> <td>AGE 558 001</td> <td>3.00</td> <td>A</td> <td colspan="2">PERSPECTIVES ON AGING</td> </tr> </table>						Su19	SOC 569 001	4.00	A	SOCIOLOGY OF AGING		Fa19	AGE 556 001	4.00	A	HEALTH ASPECTS AGING		Fa19	AGE 558 001	3.00	A	PERSPECTIVES ON AGING	
Su19	SOC 569 001	4.00	A	SOCIOLOGY OF AGING																			
Fa19	AGE 556 001	4.00	A	HEALTH ASPECTS AGING																			
Fa19	AGE 558 001	3.00	A	PERSPECTIVES ON AGING																			
<p>2) INTERNSHIP An internship or independent research project is required.</p> <p style="text-align: right;">1 Course Taken</p> <table border="1"> <tr> <td>Wi20</td> <td>AGE 504 0</td> <td>3.00</td> <td>A</td> <td colspan="2">INTERN: VILLAGES NW</td> </tr> </table>						Wi20	AGE 504 0	3.00	A	INTERN: VILLAGES NW													
Wi20	AGE 504 0	3.00	A	INTERN: VILLAGES NW																			
<p>3) ELECTIVES You must take enough elective credits to have 18 total credits for the graduate certificate.</p> <p style="text-align: center;">6.00 CREDITS TAKEN</p> <table border="1"> <tr> <td>Sp19</td> <td>AGE 562 001</td> <td>3.00</td> <td>A</td> <td colspan="2">GLOBAL AGING</td> </tr> <tr> <td>Wi20</td> <td>AGE 560 001</td> <td>3.00</td> <td>A</td> <td colspan="2">MENTAL HEALTH & AGING</td> </tr> </table>						Sp19	AGE 562 001	3.00	A	GLOBAL AGING		Wi20	AGE 560 001	3.00	A	MENTAL HEALTH & AGING							
Sp19	AGE 562 001	3.00	A	GLOBAL AGING																			
Wi20	AGE 560 001	3.00	A	MENTAL HEALTH & AGING																			
<p>Course list: PHE 566 AGE 558 PSY 562 SOC 569 AGE 516, 563, 557, 559 PHE 561 SW 544, 574, 569 USP 585, 564 PHE 510 [*AGING*] OR 510 [*LIFECOURSE*] AGE 510</p>																							



Applying for Graduation

Application for Graduation

Students can **Apply for Graduation** from the Graduate Certificate in Gerontology through [Banner](#), available in **Banweb**.

- In Banweb, under Student Services, go to Academics and click “**Apply for Graduation**”.
- The application for graduation is then completed.
- When submitting the application, students must pay a fee with a Visa or Mastercard to complete the process.
- ***Important Note:*** *Students must apply by the first Friday of the anticipated term of graduation.*

Certificate Delivery

Once ordered, the certificate will be sent to whichever address the student has input into the application.

- If the mailing address changes, it can be updated by emailing askdars@pdx.edu.
- The certificate will arrive at the desired address between 2 – 6 weeks, depending on the term and holiday closures.
- If a student misplaces the diploma, additional copies are available under Banweb > Student Services > Academic Records.



Staying in Touch

Institute on Aging Communications

Alumni of the Graduate Certificate in Gerontology program can keep up to date on the latest Institute on Aging (IOA) research, educational and networking opportunities, and important updates through the IOA mailing list, webpage and social media.

Students are encouraged to provide the IOA with a personal email address for staying in touch after graduation, since the pdx.edu email address may become inactive.

Maintaining Long-Lasting Partnerships

The Institute on Aging (IOA) has long-term partnerships with professionals in the public, private and nonprofit sectors of the aging industry. Graduates of the gerontology certificate program go on to work at an array of organizations, doing innovative and important work to empower older adults. As students enter their careers, the IOA hopes they will stay in touch.

Careers in Aging

There are resources available to students exploring career opportunities in aging. One is the Gerontological Society of America's [Career Center](#), which offers AgeWork, for job seekers and other career resources. Another resource is [Connect the Ages](#), which has a collection of stories from young professionals working in the aging industry and has established a network and presence on LinkedIn.