

# INFANT, EARLY CHILDHOOD AND FAMILY MENTAL HEALTH, CAPSTONE CERTIFICATE

## HOW TO GET IN

### ADMISSION

All applicants must have a bachelor’s degree from an accredited college or university or its equivalent and a minimum grade point average of 3.00 on a 4.00 scale. Adult Career and Special Student Services (ACSSS) is the admitting office for all University Special students. However, the department offering the capstone certificate program makes the final admission decision upon review of all applicant materials. All application materials must be received by the deadline posted on the program website.

### APPLICATION STEPS

A complete application includes the following information:

1. An online application for admission (<http://continuingstudies.wisc.edu/advising/apply.htm>) as a University Special student, selecting UNCS Capstone Certificate and the program: Infant, Early Childhood and Family Mental Health. This application is received and processed by ACSSS with final decision held for approval from the specific capstone certificate coordinator.
2. The certificate program application posted on the certificate program’s application page (<https://ifmh.psychiatry.wisc.edu/application/>) and additional materials to include:
  - a completed application form
  - a current résumé or curriculum vitae
  - two letters of reference:
    - One letter should be from a supervisor who is acquainted with applicant’s applied experiences
    - Both letters should speak to professional qualifications of the applicant
  - transcripts for all college/university programs (undergraduate and graduate)
  - for licensed professionals, copies of your current licenses and/or credentials

Send completed application and supporting materials by email or mail to the Program Coordinator (see the “Contact Information” sidebar). Direct questions to the Program Coordinator by email or phone, 608-263-5000.

*Subject:* UW Infant, Early Childhood and Family Mental Health Capstone Certificate Program Application

UW Infant, Early Childhood and Family Mental Health Capstone Certificate Program  
 WisPIC/Department of Psychiatry  
 6001 Research Park Boulevard

Madison, WI 53719

Fax: 608-263-0265—*Attention:* UW Infant, Early Childhood and Family Mental Health Capstone Certificate Program

### ADMISSION NOTIFICATION

Those who complete the application process and meet the capstone certificate program requirements will be offered an interview with a program director. This will ensure that applicants have the appropriate background, prerequisites and that this capstone certificate program is a good fit for the applicant. This includes discussing applicant’s access to work with young children ages birth through 5 years and their families in order to complete assignments and participate in case-based discussions.

### ENROLLMENT

Admitted students receive a formal letter of admission to UW–Madison from Adult Career and Special Student Services along with general enrollment information. Additional detail is provided on the ACSSS enrollment page (<http://continuingstudies.wisc.edu/advising/enroll-special.htm>).

The Infant, Early Childhood and Family Mental Health Capstone Certificate Program will send an email to admitted students with specific information pertaining to enrollment in the courses and completion of the capstone program.