

## **Graduate Certificate in Biomedical Sciences (focusing on Cancer Research Grant Administration)**

### **Purpose:**

This Certificate is designed to benefit students who are interested in a career in Research Administration. The curriculum for this Certificate is based upon the Research Administrators Certification Council (RACC) [Body of Knowledge](#) and will assist students to learn about Research Administration and to prepare them to take the national Certified Research Administrator® licensing exam.

The Certificate may be awarded to students enrolled in formal degree programs (i.e., M.S. or Ph.D.) or to students admitted for non-degree study.

### **Curriculum:**

The Certificate requires 12 hours of formal GSBS credit graded on an A-F scale as follows:

- Six credit hours:
  - **GS21 1723** Cancer Research Administration and Management, [Pre-award](#) **3 credit hours**. Offered: Fall, annually.
  - **GS21 1733** Cancer Research Administration and Management, [Post-award](#) **3 credit hours**. Offered: Spring, annually.
- Three credit hours of lab/practicum work in Central Administration Office, mentorship, etc.
  - **GS21 1743** Cancer Research Administration and Management, [Lab/Practicum](#) **3 credits hours**. Offered: All semesters, annually.
- Successful completion of at least one Science elective (*NOTE: These are examples of options of course offerings. Students can identify and enroll in a different Science elective, if necessary.*):
  - **GS21 1613** [Translational Cancer Research](#) **3 credit hours**. Offered: Spring, annually.
  - **GS21 1014** [Design and Management of Clinical Trials](#) **4 credit hours**. Offered: Spring & Fall, annually.
  - **GS21 1232** [Translational Sciences: From Bedside to Bench and Back](#) **2 credit hours**. Offered: Fall, annually.
  - **GS04 1235** [Basic and Translational Cancer Biology](#) **5 credit hours**. Offered: Spring, annually. (*enrollment at the discretion of the Course Director*)

### **Marketable Skills:**

This Certificate provides in depth understanding of the broad field of biomedical science research administration. Elements of the curriculum include understanding the environment and context within which biomedical research administration is conducted, fiscal management, regulatory compliance, sponsored program administration, grant proposal and budget development and an emphasis on pre- and post-award management. In addition, this Certificate will benefit students who are preparing to sit for the national Certified Research Administrator® licensing exam.

The curriculum is specifically designed to provide the following:

- a comprehensive presentation of essential responsibilities related to grants that fall under research administrators' purview with emphasis on pre- and post-award activities.
- a robust understanding of how administrative responsibilities should be handled at most academic medical centers and a hands-on practice of real case situations.
- the knowledge and skills that students and research administrators need to excel in their responsibilities.
- an opportunity to increase autonomy and confidence of students and research administrators at their current positions.
- a platform for excellence among students and research administrators, to ultimately provide better support for their Principal Investigators.
- a unique opportunity for professional development of both new and seasoned research administrators who want to expand their responsibilities to an additional field of research administration.

### **Audience for enrollment:**

This Certificate will fill an unmet need for a comprehensive biomedical science research administration training program administered in a classroom setting available to the Texas Medical Center and surrounding institutions.

This Certificate is intended for students interested in or currently pursuing a career in Biomedical Science Research Administration and for working professionals with aspirations of working as a research administrator in a biomedical research institution.