



# REGISTERED STUDENT NON-CREDIT-BEARING MICROCREDENTIALS GUIDELINES

<b>ABOUT REGISTERED STUDENT NON-CREDIT MICROCREDENTIALS</b> .....	<b>1</b>
What are registered student non-credit microcredentials? .....	1
Guiding Principles: .....	1
Value of Registered Student Non-Credit Microcredentials .....	1
<b>PROPOSING NON-CREDIT MICROCREDENTIALS FOR REGISTERED STUDENTS</b> .....	<b>3</b>
Registered Student Non-credit Microcredentials Procedures.....	3
Registered Student Non-credit Microcredentials Proposal Form Checklist.....	3
<b>DEVELOPING NON-CREDIT MICROCREDENTIALS FOR REGISTERED STUDENTS</b> .....	<b>4</b>
Learning Objective Design Guidelines .....	4
About Canvas Credentials .....	5
<b>RETENTION, PROGRESSION, COMPLETION</b> .....	<b>5</b>
Learner Record Keeping.....	5
Related Resources and Documents.....	6

# ABOUT REGISTERED STUDENT NON-CREDIT MICROCREDENTIALS

## What are registered student non-credit microcredentials?

Non-credit Microcredentials, are represented by earned digital badges, and are alternative credentials that signify student achievement in competencies needed for post-graduate success, re-skilling, or up-skilling. They are designed for registered UNLV students and represent their accomplishment, expertise, or level of proficiency in a given topic area. Non-credit bearing microcredentials recognize student achievement in co-curricular experiences, experiential learning opportunities, or continuing/professional development opportunities. Non-credit microcredentials do not count for academic credit toward the completion of a UNLV degree program. Non-credit microcredentials may be available to and appropriate for UNLV undergraduate students and/or graduate students.

## Guiding Principles:

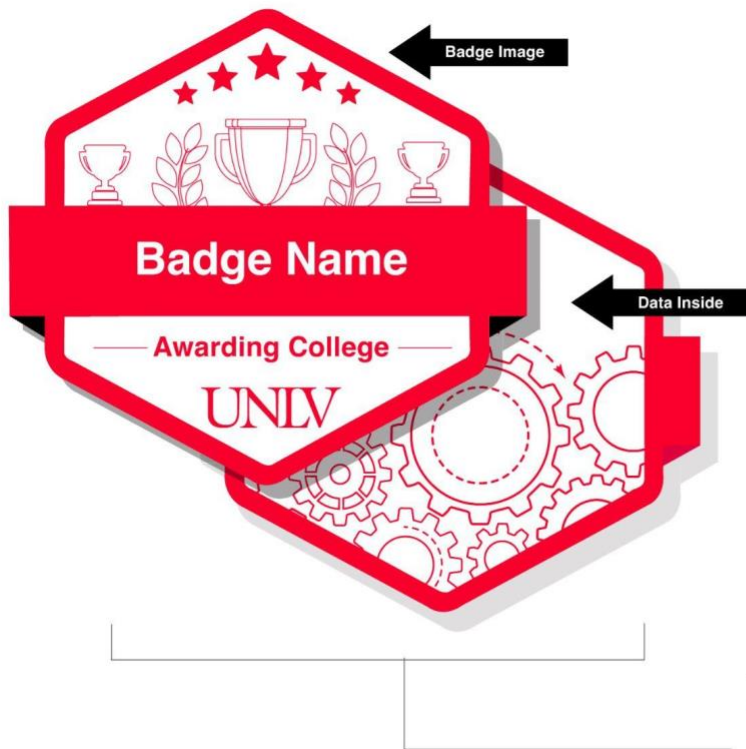
- Non-credit microcredential programs should establish meaningful educational and professional articulation within the conferring entity's (eg. Career Services, OUR, Graduate College) scope, mission, and vision to help support student persistence, program completion, retention, and preparedness for careers.
  - Graduate/Professional School Preparation
  - Workforce/Skill Alignment
  - Research Development
  - Career/Professional Preparation
  - Personal Development
  - Leadership
  - Community Engagement
- Non-credit microcredentials should result in a skill relevant to market and workforce needs
  - Their design should be informed by current data from appropriate markets and align with relevant industry/sector standards.
- Non-credit microcredential programs should demonstrate the value, applicability, and mastery of learned competencies and skills to prospective employers and/or graduate schools.
- Non-Credit Microcredentials should complement and support credit-bearing UNLV microcredentials, but they should not duplicate existing credit-bearing microcredentials.
- Non-credit bearing microcredentials recognize achievement in co-curricular experiences, experiential learning opportunities, or continuing/professional development opportunities. These types of microcredentials differ from credit-bearing graduate badges that appear on your academic transcripts and are awarded after completing graduate credit-bearing microcredential programs. Non-credit bearing microcredentials do not appear on your transcripts and are professional development opportunities that support co-curricular development and training as a student at UNLV. They advance professional growth signified with a digital badge that enhances academic portfolios.

## Value of Registered Student Non-Credit Microcredentials

- Providing visibility and transparency into specific knowledge, skills, and abilities either not visible or not captured in the transcript
  - Digital credentials are designed to be secure, clickable and portable
  - Once verified and shared with a learner, the learner may then further share them with others (such as employers), share them to social media platforms (such as LinkedIn), and/or include

links to them in electronic resumes and CVs

- Allow UNLV to offer recognition of learners' skills and accomplishments in ways that are verifiable and trusted by internal and external consumers alike
- Providing employer-relevant credentials to learners that, due to their short duration, are flexible and off gaps in knowledge and skills not commonly found in credit-bearing programs and essential for the workplace
  - Ability to reach learners who would like to enhance their professional development especially if they are offered in a self-paced or other flexible format and modality
  - Growing trend of employer partnerships with educational institutions
- Generating interest in degree program enrollment and providing lifelong learning opportunities to learners who have already attained degrees
  - A path to attainable and accessible education and skills development
  - Movement away from "one-and-done" degrees toward lifelong learning and upskilling paradigms



## UNLV Microcredential Badge

### ANATOMY OF A UNLV BADGE

- Issuer
- Issue Date
- Recipient Name
- MC Description
- Required Courses
- Skills Acquired
- Method of Skill Assessment
- Badge Level  
(Awareness, Proficiency, Mastery)
- Employer Validation / Endorsement



# PROPOSING NON-CREDIT MICROCREDENTIALS FOR REGISTERED STUDENTS

## Registered Student Non-credit Microcredentials Procedures

To establish a new non-credit microcredential, a [proposal form](#) must be submitted by the interested entity.

Proposals will be reviewed by the **Registered Students Non-Credit Microcredential Committee**. The committee will provide feedback, including any recommended revisions using the *Registered Student Non-Credit Microcredential Rubric*.

Microcredential proposals are reviewed on a semester basis. Microcredentials that are proposed to start at any point during the indicated academic semester must meet the following deadlines:

- Spring 2025 Launch: submit form by December 15, 2024
- Summer/Fall 2025 Launch: submit by February 1, 2025
- Spring 2026 Launch: submit by October 1, 2025
- Starting Spring 2026, the committee will convene twice each year to review applications. The regular submission deadline moving forward from spring 2026 will be February 1 for Summer/Fall Launch and October 1 for Spring launch

## Registered Student Non-credit Microcredentials Proposal Form Checklist

Please be prepared to provide the following information when submitting a proposal form.

- How many badges are you proposing to issue?
- What's the name of the proposed microcredential?
- What's the intended semester and year of the program launch?
- What category is your badge?
  - Awareness (Learners demonstrate Knowledge by Remembering & Understanding)
  - Proficiency (Learners demonstrate Skill by Applying & Analyzing)
  - Mastery (Learners demonstrate Ability by Evaluating & Creating)
- What are the skill-based learning objectives of the proposed microcredential?
  - For reference, please use the following [skills inventory](#) to identify the skills being addressed with the microcredential(s)
- How will completion of the microcredential demonstrate mastery of those skills? Have you determined the earning criteria or how the learning will be demonstrating that skill?
- How will you evaluate skill mastery upon completion of the microcredential?
- Why is this skill valuable within the context that it is earned?
- Is your microcredential designed to be stackable?
- Which need/s do you see this microcredential meeting?
  - Graduate/Professional School Preparation
  - Research Development
  - Career/Professional Preparation
  - Personal Development
  - Leadership
  - Community Engagement

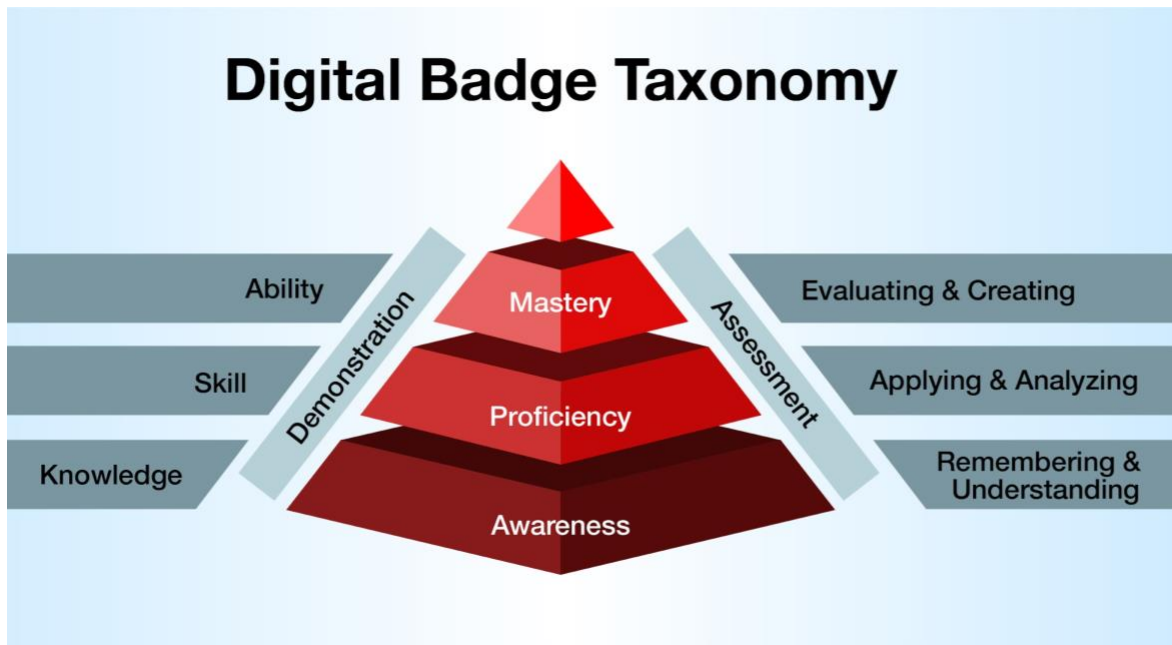
- Other (please fill in a response)
  - How is it linked to valued professional competencies in your area? (E.g. exactly what specific knowledge or skill they provide)
  - Do you have any external partners in mind that you believe have a high potential for partnerships in offering this microcredential?
  - What format(s) do you envision this microcredential being offered?
    - Online asynchronous
    - Online synchronous
    - Blended/Hybrid: Online asynchronous and in person
    - Blended/Hybrid: Online synchronous and in person
    - In person at UNLV
    - In person at another location other than main UNLV campus
  - Who is/are your intended audience?
    - All undergraduate students
    - All graduate students
    - BOTH? (or could they check all that apply—ie check both of the options?)
    - Other
  - Do you have College/Department/Unit approval to issue the proposed badge(s)?
  - What is your criteria for admitting students? (E.g. GPA requirement, open to all, etc.)
  - What is your student enrollment process? (E.g. Self-enroll button, application, etc.)
  - How do you plan to track student enrollment and completion?
  - Who will track and maintain the proposed badges? (2 names and email addresses required)
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## DEVELOPING NON-CREDIT MICROCREDENTIALS FOR REGISTERED STUDENTS

### Learning Objective Design Guidelines

Digital badges should be categorized and evaluated through the Digital Badge Taxonomy to demonstrate to both learners and employers the level of skill that comes with the microcredentials. While each issuing parties badges will have unique names, they should all fall within one of the following categories:

- Awareness/Knowledge
  - Learners demonstrate **Knowledge** by **Remembering & Understanding**
    - **Black border, one star**
- Proficiency
  - Learners demonstrate **Skill** by **Applying & Analyzing**
    - **Gray border, three stars**
- Mastery
  - Learners demonstrate **Ability** by **Evaluating & Creating**
    - **Red border, five stars**



## About Canvas Credentials

- UNLV utilizes Canvas Credentials, a suite of digital credentialing tools used to create, award and store digital badges.
- A digital badge is a visual symbol of accomplishment. Open Badges are a specialized type of digital badge that contains verifiable metadata about achievements according to a common data format.
  - Badging **metadata** refers to what the badge signifies, how it was earned, who issued it, and why it is important.
    - Name/Short description - What skill is the learner demonstrating?
    - Earning Criteria - How is the learner demonstrating that skill?
    - Alignment - Why is that skill valuable within the context that it is earned?
  - The **image** identifies the issuer or issuing organization and includes the badge name.

## RETENTION, PROGRESSION, COMPLETION

### Learner Record Keeping

- Issued student badges will be tracked and accessible on the [Canvas Credentials](#) platform.
- Student participation, including enrollment and completion, should be tracked internally by the issuing department.
- Registered student non-credit microcredentials generally **will not** be added to student transcripts. Exceptions to this rule may include selected graduate certifications offered through [the Graduate Academy](#). For more information on possible graduate certification exceptions, please contact [gradacademy@unlv.edu](mailto:gradacademy@unlv.edu).
- Issuing entities will be expected to produce an annual report showing student enrollment, progress, and completion data. Data will be used to determine the ongoing viability of each badge.

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### Related Resources and Documents

- [UNLV Microcredentials | Academics | University of Nevada, Las Vegas](#) - website