This 15-week program is ideal for those who want to develop the knowledge and skills to complete genealogical assignments, while studying at the location and time of their choice. Students can pursue the Boston University Online Certificate in Genealogical Research from any computer that has an Internet connection.

The program’s highly respected curriculum includes interactive training in basic genealogical principles, techniques, and core competencies taught by some of the premier genealogists in the country. Students have access to real, credible online genealogical databases which can be used to gather specific, extensive genealogical data. This online program also serves as excellent preparation for anyone seeking certification through the Board for Certification of Genealogists®.

**THIS PROGRAM IS IDEAL FOR:**
- Adults who seek to develop their genealogical skill set for professional or personal purposes.
- Professionals wishing to augment their job qualifications.
- Those with backgrounds in librarianship, archival management, law, teaching, historical research, medicine, biology, or other related fields.

**CURRICULUM**

The Online Certificate in Genealogical Research Program has three start dates per year and consists of the following five modules:

**Module 1: Foundations of Genealogical Research**

This first module is an overview of general genealogical principles, goals, ethics, and end products. It covers the research principles needed for successful results and focuses on three primary skill-building areas: problem-solving, research design, and report writing. The module will introduce and establish the “Genealogical Proof Standard®” as the basic framework for all research assignments to be covered in this program.

**Module 2: Problem-Solving Techniques and Technology**

This module utilizes multiple examples to impart the skills necessary to design and follow the most direct path to a supportable conclusion. The use of technological tools, particularly the Internet, is placed in perspective and thoroughly explored. Students create and execute a research plan, with particular attention to organizing, documenting, verifying, and presenting the findings in a report for a client.

**Module 3: Evidence Evaluation and Documentation**

This module presents the key elements necessary to determine the credibility and authenticity of evidence and will prepare the student to recognize unreliable evidence and its origin. Once the evidence is evaluated, students learn complete citation formats and construction principles.

**Module 4: Forensic Genealogical Research**

This module provides practical examples, famous cases, and in-class problem solving that will define the parameters of ethical forensic work. Generally the most lucrative of the genealogical specialties, forensic research is done for the legal community, often at the direction of an attorney. Tracing heirs for probate, identifying people in old photographs, and other problem-solving exercises will provide practice and define the parameters of ethical forensic work. Techniques for opening cases, uncovering assets, collaborating with attorneys, and interviewing informants will also be presented.

**Module 5: Professional Genealogy**

After students have learned the skills and competencies necessary to perform genealogical research according to set standards, this module explores the business opportunities, specialties, and trends for genealogists. It covers ethics, client relations, contracts, additional educational venues, BCG certification requirements, and many other resources that will launch you into an exciting and fascinating profession.
PREREQUISITES
Prior genealogical experience is required. Students are expected to have spent some time searching for multiple generations of a family through record repositories and online sources, then documenting their results. In addition to demonstrating proficiency researching genealogical problems and writing reports, candidates should possess solid computer skills. Students also must be able to communicate well in written and spoken English.

If a student has no prior experience, we strongly recommend completion of the Boston University online Genealogical Essentials course prior to enrolling in the Genealogical Research certificate program. Visit the Genealogical Research page at bu.edu/professional for additional information.

ACE CREDIT
The American Council on Education’s College Credit Recommendation Service (ACE CREDIT) has recommended three semester hours in the graduate degree category for this program. For more information, visit the ACE CREDIT website at www.acenet.edu/credit.

FINANCIAL AID
Because certificate programs at the Center for Professional Education are non-credit, non-degree, they are eligible for private loans only. Currently, we cannot accept any national education loans. Students must work with a bank or credit union directly to obtain a private loan. For more information, please visit the registration page at bu.edu/professional.

BOARD FOR CERTIFICATION OF GENEALOGISTS®
This program will prepare students to pursue the Certified Genealogist® designation from the industry standard bearer, the Board for Certification of Genealogists®. Students can learn more about the BCG® certification process at bcgcertification.org.

TUITION REIMBURSEMENT
Many companies offer tuition reimbursement for continuing education courses, particularly if they lead to a specific designation.

PROGRAM FACULTY
For full faculty biographies, please visit genealogyonline.bu.edu.

Thomas W. Jones, PhD, CG, CGL, FASG
Elissa Scalise Powell, CG, CGL
Allison Ryall, MA
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