- General Requirements
- Application
- UNR Certification Series

Why become certified?

- Improve library services.
- Increase customer satisfaction.
- Upgrade quality of libraries.
- Enhance employees' abilities.
- Increase knowledge and skills.
- Stay abreast of new technology.
- Meet Nevada library standards.

Legal authority for certification of a librarian in a public library is detailed in the Nevada Revised Statutes 379.0073.

This program is targeted to employees of public libraries serving a population under 50,000 and public libraries which do not have a person with the MLS performing duties as administrator, reference, and children's librarian. It applies only to public libraries in Nevada and is not transferrable to other locations.

This program of certification is not applicable to people who hold a master's degree in library science from an ALA accredited institution.

Who may be certified?

Upon approval by the local library board, this program provides for certification of a librarian in a Nevada public library. To be certified by the State Library and Archives Administrator as a librarian, you must:

1. Submit:
   a) Completed application accompanied by
   b) Copies of academic transcripts; and
   c) A letter of recommendation.

2. Have:
   a) A bachelor's degree and at least 2 years of library experience;
   b) An associate's degree and at least 4 years of library experience; or
   c) A high school diploma or GED and at least 7 years of library experience.

3. Provide:
   a) Verification of required years of experience; and
   b) Two completed fingerprint cards.

An applicant must be a citizen of the United States or have filed a valid declaration to become a citizen or a valid petition for naturalization (NRS391.060)

What is required?

To become certified in Nevada, applicants must have completed at least 21 semester hours of credit from an accredited college or university which include 3 semester hours of instruction in each of the following subjects offered at UNLV and UNR:

- Administration of a Library
- Bibliography and Reference
- Cataloging and Classification of Materials
- Technology in the Library
- Literature for Children and Young Adults
- Selection of Library Materials
- A course in the History and Organization of Libraries

These requirements cannot be satisfied by courses offered by a college/university as continuing education credits. (CEU's)

(It is recommended that students complete English 101 and/or 102 before enrolling in the above courses.)

Some courses are available in selected rural locations via compressed video.

All credits must be earned through a regionally accredited college/university, approved state, or foreign institution. Foreign transcripts must be evaluated for degree equivalency by an approved evaluator BEFORE certification is made.

How do I apply?

Registration is by application only.

You may register for courses or receive information on upcoming courses in the certification series by calling:

University of Nevada, Reno
Library Certification Programs
1-800-233-8928
775 784-4046 (Reno)
Email: dawnas@unr.edu

University of Nevada, Las Vegas
Library Certification Programs
Cyndi Giorgis
702-895-4329
Email: giorgisc@unlv.nevada.edu

Prospective students are advised to consult with administrators in the libraries in which they are employed, or contemplating employment, before enrolling in the program.

Recertification Requirements

A certificate as a librarian is valid for three years after the date on which it is issued. To renew the certificate you must submit to the Nevada State Library & Archives proof (before the expiration date on the certificate) of satisfactory completion of:

a) 3 semester credits for courses of continuing education approved by the Public Library Board of Trustees, or
b) 5 units of continuing education established by a continuing education division of the University of Nevada in Reno or Las Vegas, or
c) Any combination of a and b.

1 semester hour credit at UCCSN = 15 contact hours
1 continuing education unit at UCCSN = 10 contact hours

CONDITIONAL CERTIFICATION

The State Library and Archives Administrator may issue a Conditional Certificate if an applicant has proof of completion of 15 semester hours of credit in courses required for certification of a librarian in a public library.

CONTACT INFORMATION

If you have any questions about the Public Librarian Certifiction program for Nevada, please contact:

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