

# *Methodology Certificate*

For complete course content details, go to: [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com).  
Click COURSES, click COURSES again, click on METHODOLOGY  
CERTIFICATE. Click on the name of the course.

**Build a foundation for research excellence.  
Country-specific record courses are not included**

## **Courses Included:**

Analysis and Skills Mentoring Program-Pts 1, 2, and 3  
Electronic Resources: Using The Internet  
Genealogy and Copyright Guidelines  
Genetics and Medical Family History  
Methodology—Part 1: Getting Started  
Methodology—Part 2: Organizing and Skill-Building  
Methodology—Part 3: More Strategies  
Methodology—Part 4: Effective Searching and Recording  
Methodology—Part 5: How To Prove It  
Methodology—Part 6: Professional Preparation and Practice  
Palaeography: Reading & Understanding Historical Documents  
Skill-Building: Transcription, Abstracting, Extracting

## **NOTE:**

*This certificate program is usually completed by individuals who do not have an interest in one of our Country Stream Certificate programs.*

**1-800-580-0165**

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## Country Stream Certificate

For complete course content details, go to: [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com).  
Click COURSES, click COURSES again, click on the appropriate COUNTRY  
STREAM CERTIFICATE. Click on the name of the course.

**Learn the skills required to succeed in climbing your family tree.  
Build a foundation for research excellence.**

Country Stream Certificate programs include all courses in the  
Methodology Certificate as well as a group of elective courses of your  
choice. A total of 40 courses are completed.

Country Stream Certificate programs are available in the records of:

Australia  
Canada  
Eastern Europe  
England  
Germany  
Ireland  
United States

In development: Italy  
Scotland

**NOTE:**

***Once you successfully complete a Country Stream Certificate, you will  
be awarded the postnominals P.L.C.G.S.***

*(Professional Learning Certificate in Genealogical Studies)*

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# Professional Development Certificate

For complete course content details, go to: [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com).  
Click COURSES, click COURSES again, click on PROFESSIONAL  
DEVELOPMENT CERTIFICATE. Click on the name of the course.

**Learn the skills required to succeed in growing your own genealogy business.  
Build a foundation for research and business excellence.**

## **METHODOLOGY COURSES:**

Analysis & Skills Mentoring  
Program-Pts 1, 2 and 3

DNA Research

Genealogy & Copyright Guidelines

Palaeography: Reading/Understanding  
Historical Documents

Methodology-Pt 3: More Strategies

Methodology-Pt 4: Effective  
Searching and Recording

Methodology-Pt 5: How to Prove It

Methodology-Pt 6: Professional  
Preparation and Practice

## **SKILL-BUILDING COURSES:**

Brick Wall Research

Developing Research Skills

Evidence Analysis

Transcribing, Abstracting & Extracting

Case Studies and Proof Analysis

Document Analysis: Working  
with Original Records

## **BUSINESS GROWTH COURSES:**

Business Administration

Cemetery Work and Restoration

Creating a Business

Developing & Presenting Corporate  
& Business Histories

Developing House & Farm Histories

Forensic Genealogy: Dual Citizenship  
& Adoption Research

Forensic Genealogy: Finding Living  
People, Heir Tracing

Career Development-Choosing a  
Niche-Pts 1 and 2

Creating Programs for Adults &  
the Younger Generation

Lecturing Skills & Presentation

Marketing your Skills

Organizing a One-Name Study

Organizing a One-Place Study

Photography Work & Investigation

Writing Projects

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# *DNA Certificate*

For complete course content details, go to: [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com).  
Click COURSES, click COURSES again, click on DNA CERTIFICATE. Click on  
the name of the course.

**Build a foundation for research excellence.**

DNA: Autosomal DNA—Testing for Everyone  
DNA: Introduction to Genetic Genealogy  
DNA: Special Circumstances—Adoptees & Unknown Parentage  
DNA: Tracing Maternal & Paternal Lines  
Forensic Genealogy  
Genealogy Ethical Guidelines & Standards  
Genetic and Medical Family History  
Organising a One-Name Study  
Organising a One-Place Study

*In development:*

DNA: Historical Context  
DNA: What To Do With The Results  
DNA: Ethnicities, Percentages and Haplogroups Explained  
DNA: Understanding and Learning from Articles

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# *Librarianship Certificate*

For complete course content details, go to: [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com).  
Click COURSES, click COURSES again, click on LIBRARIANSHIP  
CERTIFICATE. Click on the name of the course.

**Working in a genealogy library department?  
Improve your skills with this program**

## **Courses Included:**

Cooperative Ventures and Referrals  
Developing a Genealogy Website  
Developing Successful Genealogy Collections  
Genealogy Record Types  
Genealogy Reference Interview  
Handouts, Brochures and Online/Multi-Media Reference Tools  
Internet Genealogy Searches  
Programming and Marketing Your Services  
Specialized Genealogy Sources  
Twenty-First Century Genealogy Services

and 2 elective courses of your choice.

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## Certificate Programs in Genealogical Studies

<i>NOTE: Courses may be taken on an individual basis by those who do not wish to complete the certificate.</i>	<b>COMPULSORY LEVELS</b>		
	<b>BASIC</b>	<b>INTERMEDIATE</b>	<b>ADVANCED</b>
<b>ALL COUNTRIES</b> <i>For the balance of compulsory courses, indicate the records from the country of your choice</i>	Meth-Pt1: Getting Started Meth-Pt2: Organizing Skills:Transcribe/Abstract/Extract Electronic: The Internet Analysis/Skills Mentoring-Pt1	Meth-Pt 3: More Strategies Meth-Pt 4: Searching/Recording Meth-Pt 5: How To Prove It Analysis/Skills Mentoring-Pt2	Palaeography Meth-Pt 6: Ethics & Profess. Genealogy & Copyright Genetics in Genealogy Analysis/Skills Mentoring-Pt3
<b>➔➔➔➔➔ NOTE:</b>	Above courses are compulsory for all countries. Next, choose courses for a country' records.		
<b>AUSTRALIA</b>	Birth, Deaths & Marriages Convict Records Immigration-Free Settlers Other Sources for BDM	Church Records Military Records Newspapers & Biographies Occupational Records	Education Records Health Records Local History & Regional Sources
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>CANADA</b>	Census Records-Part 1 Land Records-Part 1 Vital Statistics-Part 1 Wills & Estates-Part 1	Census Records-Part 2 Land Records-Part 2 Religious Records Vital Statistics-Part 2 Wills & Estates-Part 2	Archival Centers Geography / Immigration Local History & Spc Collections Migration Patterns / Military Newspaper Records
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>ENGLAND</b>	Census Records Civil Registrations Parish Records Probate Records Migration Patterns	Non-Anglican Church Recs Occupations: Professions Occupations: The Services Poor Law & Parish Chest Rec Understanding Names	Court Record Education, Health, etc. Land & Property; Manorial Tax Records, Oath, Insurance
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>GERMANY</b>	Intro-North American Research German Language Church Records Locating Places in Germany	Civil Registration Records Chronological Considerations Emigration Records Reading the Records Record Repositories	Germans Outside Germany Naming Practices Published Sources
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>IRELAND</b>	Archival Centers Census Records Church Records Understanding Ireland	Civil Registrations Land Records Major Printed Sources Monumental Records Testamentary Records	Court Rec's / Electoral Rec's Estate Records Immigration Records Manuscript Records Military Records
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>SCOTLAND</b>	Census Records Special Aspects Statutory Registration Wills & Testament	Beyond OPRs Land & Property Old Parish Registers Occupation-Military & Service Poor & Poor Relief	Court & Government Records Criminal Court Records Emigration & Immigration Tax Records
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>UNITED STATES</b>	Census Records Land Records Religious Records-Part 1 Vital Statistics Records	Cemetery & Mortuary Immigration & Naturalization Migration Patterns Probate Records Religious Records-Part 2	Court Records Institutional Records Military Records Newspaper Records Occupational Records
	<b>OR</b>	<b>OR</b>	<b>OR</b>
<b>MANY ELECTIVE COURSES AVAILABLE AT ANY LEVEL - DEPENDS ON YOUR EXPERIENCE</b>			

*Also available: Genealogical Studies Specialist Certificate: Methodology Certificate, DNA Certificate, Professional Development Certificate, Librarianship Certificate*

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- ✓ Researching for a while? Hitting a brick wall?  
*We've got courses for you!*
- ✓ Becoming a professional genealogist?  
*We've got courses for you too!*

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**Formal Education:** Certificate programs in the records of eight countries (Australia, Canada, England, Germany, Ireland, Italy, Scotland, United States) and Certificates in Methodology, Librarianship, Professional Development and our newest, DNA Strategies.



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The National Institute for  
Genealogical Studies

416-861-0165  
North America: 1-800-580-0165  
Email: [admin@GenealogicalStudies.com](mailto:admin@GenealogicalStudies.com)

## **HOW THE PROGRAM WORKS**

There is no need to interrupt your busy schedule to attend classes—you participate on your own time, at your own pace.

Courses may be taken on a stand-alone basis by those who wish to enhance their knowledge on specific topics. Students complete lessons and submit assignments online for sharing with the instructor and other students. Assignments and exams are optional but strongly recommended to test your knowledge.

For those interested in a more structured program, Certificates in Genealogical Studies are also available online. Ask questions during scheduled virtual meetings. An Analysis & Skills Mentoring Program provides one-on-one consultations with an instructor. Assignments and exams are required for completion of a certificate.

Allow between 5 to 8 hours each week to comfortably cover the material and complete the assignments.

See our website at:

**[www.GenealogicalStudies.com](http://www.GenealogicalStudies.com)**

for a list of courses, certificate programs,  
description of course content and start dates.

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# INDIVIDUAL COURSES

## NEED HELP WITH AN INDIVIDUAL TOPIC? OVER 200 COURSES TO CHOOSE FROM!

Choose courses as diverse as getting started, getting organized or understanding old handwriting, to country-specific records, to technology topics such as software, subscription websites, social media, and creating family sites. At The National Institute for Genealogical Studies you will find an online course on just about any topic to expand your knowledge.

### ***CONSULTATION APPOINTMENTS***

Schedule an optional consultation appointment with a professional genealogist. These one-on-one appointments are invaluable and an excellent resource for you to receive advice on any topic. NON-STUDENTS also welcomed!

### ***VIRTUAL MEETINGS***

Included in all our programs! Attend any scheduled virtual meeting and ask experts your questions. NON-STUDENTS also welcomed!

### ***START DATES***

Our courses are so popular that most start the first Monday of every month. Check the schedule anytime online at:  
[www.genealogicalstudies.com/eng/courses.asp](http://www.genealogicalstudies.com/eng/courses.asp).

### ***REGISTRATION FEES***

Course fees start from as low as \$49.50. Taking several courses? Save up to \$1,000 by choosing a course package. Call 1-800-580-0165 ext. 1 to discuss payment plans. We do not charge interest nor service fees, but can split the payments over several months for students who have a need.

# CERTIFICATE PROGRAMS

## Country-Specific Certificates

Researching in various countries can be challenging! Although the topics are often similar, and the initial reason the document was created is often the same, each country has its unique approach to research.

History is a major factor: destruction of documents, migration patterns, changes in boundaries, etc. Why are convict records so important in Australia? Why must you learn about census substitute records in Ireland?

These programs include all the courses required to research effectively. Students learn established standards regarding document analysis, evidence, proof evaluation and recording standards. Students master using and accessing country-specific records.

Nine certificate programs are available:

Australia	Germany	United States
Canada	Ireland	Scotland
England	Eastern Europe	Italy

## **LEVELS OF STUDY**

The program is divided into three levels: basic, intermediate and advanced. Beginning with commonly used record types, the students build upon their knowledge and skills as they advance through the program.

## **POST-NOMINAL**

After successfully completing the program, students will be awarded the post-nominal P.L.C.G.S. (Professional Learning Certificate in Genealogical Studies).

## Professional Development Certificate

Learn the skills required to succeed in growing your own genealogy business. Learn to set up your business, to market your services, and how to grow various income streams. Develop your most important research skills with a series of skill-building courses including citing sources, document analysis, evidence evaluation, forensic genealogy, DNA and more.

## Methodology Certificate

Build a foundation for research excellence. Courses include electronic resources, transcribing, abstracting, extracting, strategies in research, effecting recording, palaeography, copyright, genetics and many more. Three Analysis & Skills Mentoring courses provide consultations with professional genealogists. Country-specific record courses are not included.

## DNA Strategies Certificate

How do you interpret your testing results? How does that help resolve brick walls in your research? Topics include various testing methods, analysis, special circumstances, ethical guidelines, one-name and one-place studies, and many other topics.

## Librarianship Certificate

Working in a genealogy library department? Improve your skills with this program. Courses include the reference interview, cooperative ventures & referrals, specialized sources, genealogy services, marketing your library's services, the website, handouts and brochures, successful collections and much more.

## **CALL TODAY!**

Virtual meetings and consultation appointments are available for all our certificate programs. Call 1-800-580-0165 or register online at [www.GenealogicalStudies.com](http://www.GenealogicalStudies.com)

# ANNOUNCING:

## EASTERN EUROPEAN CERTIFICATE PROGRAM

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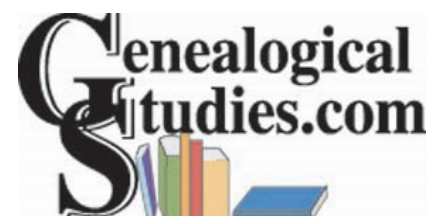
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**AUTHOR:**

**LISA  
ALZO**

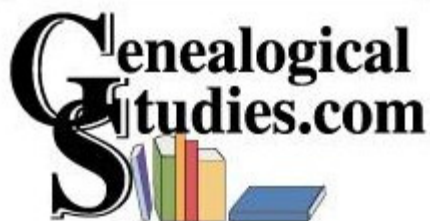
- ◆ **Chronological Considerations:  
Austro-Hungarian Empire**
- ◆ **Church Records**
- ◆ **Civil Registration Records**
- ◆ **Introduction to Research**
- ◆ **Languages & Alphabets**
- ◆ **Locating Places**
- ◆ **Migration Patterns**
- ◆ **Onsite Research in Ancestral  
Homeland**
- ◆ **Other Records-Tax, Military, Land,  
Census**
- ◆ **Problem Solving**
- ◆ **Record Repositories**

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1 very lucky winner will win  
approximately \$4,000 USD worth of courses.

\*\*\*\*\*

5 lucky winners will win  
approximately \$1,000 USD worth of courses.

**How do you win? It's easy...**

Answer this question: How many courses does The National Institute for Genealogical Studies offer? (*Hint: go to our site at [www.genealogicalstudies.com](http://www.genealogicalstudies.com) Click on the menu item COURSES, click on the dropdown COURSES. That's where they are all listed!*)

Send your answer to: [admin@genealogicalstudies.com](mailto:admin@genealogicalstudies.com)

SUBJECT LINE: 'Institute draw'

*PS: at the same time, why not register for a free course!*

The winners will be announced on our blog on March 1st

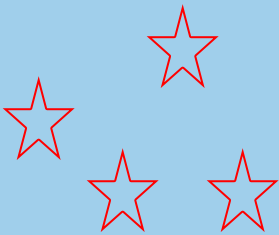
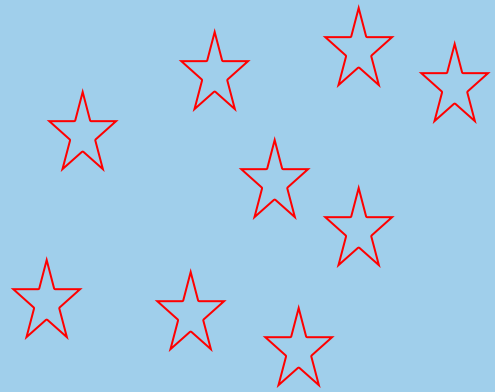
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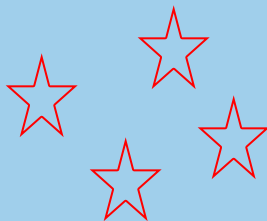
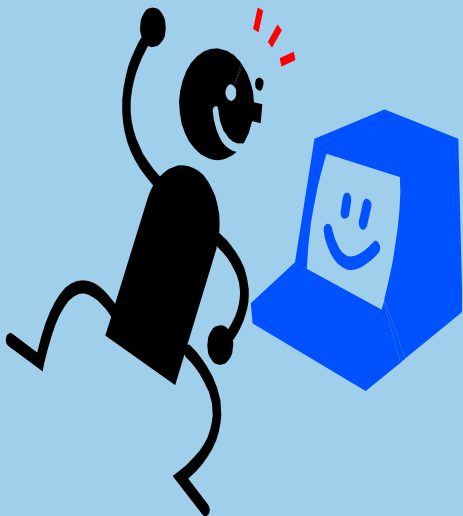
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# WHERE DO YOU FIND US...

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