



About Us

The San José State University School of Library and Information Science offers two fully online master's degrees, a fully online certificate program, and a doctoral program: Master of Library and Information Science (MLIS), Master of Archives and Records Administration (MARA), Post-Master's Certificate in Library and Information Science, and the San Jose Gateway PhD Program. The School is a recognized leader in making effective use of leading edge technologies for distance learning.

LIVE ANYWHERE while you attend our Global e-Campus for Library and Information Science

Take advantage of the convenience and flexibility of a **fully online program**.

Use sophisticated technology to interact with peers and instructors in asynchronous courses – giving you the freedom to access the course at any time you choose, from any location. Some courses also include occasional “live” synchronous sessions.

Be sure to visit our web site for the most current information about our program:

<http://slisweb.sjsu.edu/mara/>

Visit our website
<http://slisweb.sjsu.edu/mara/>

Join us on Facebook
<http://facebook.com/sjsuslis>

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SCHOOL OF LIBRARY
AND INFORMATION SCIENCE

Master of Archives and Records Administration (MARA)

Preparing you for a
career in the rapidly
expanding field of
records and
information
management



Why a MARA degree?

With a MARA degree, you'll be prepared for a career as an archivist or a records and information manager. You'll work in a rapidly expanding field that plays an important role in the digital information age. You'll learn to use sophisticated technologies to organize, preserve, and provide access to a growing volume of digital and analog assets.

Your career path will expand as technology continues to evolve, and you'll solve increasingly complex management challenges. You'll be prepared to work in a variety of settings, including government agencies, law firms, film and media organizations, educational institutions, and pharmaceutical, financial, and insurance companies. As new types of records are created, you'll determine how to preserve them to ensure they are available far into the future.



Archives and Records Management professionals

- Organize large amounts of information and write clear instructions for retrieval and use
- Determine what records should become part of the organization's archived digital files
- Preserve multimedia material, such as photographs, sound recordings, and motion pictures, for retrieval, reuse, and adaption in future projects
- Determine how to effectively and securely provide access to records of current and enduring value
- Use increasingly sophisticated technology skills to work with digital and analog information
- Help employers comply with new regulations regarding records management, such as copyright law, patent protection, and digital rights

QUICK FACTS

Begin your studies in Fall or Spring semesters
Complete 14 courses including three MLIS electives
Affordable tuition
No GRE required to apply

Records Manager

Digital Archivist

Information Officer

Enterprise Records Administrator

Document Services Supervisor

Program Highlights

- Take advantage of the convenience and flexibility of a **fully online format**.
- Complete a required one-unit **emerging technology course** that prepares new students to effectively use distance learning technology.
- Broaden your knowledge with three **MLIS electives**.
- Receive instruction from **faculty** who are award-winning scholars and leaders in their academic and professional communities.

