

Application for Completion of Undergraduate Certificate

Certificates are awarded the next available conferral date after all coursework has been completed, approved by the granting college, and verified by Graduation Services. *Please note: This application is for undergraduate certificates only.* A **\$15.00** fee will be placed on the student's Bursar's account upon receipt of this application.

Part I. Student Information

Name: _____ SID: _____
Last First Middle

Part II. Certificate Information

Undergraduate Certificate in _____
Certificate Title

Certificate College _____ EGT _____ Certificate Catalog Year _____

Part III. Certificate Coursework

Please make sure the ADVIP is running "Satisfied" for this certificate.

Part IV. Approval Signatures

By signing below, we certify the attached checklist of courses will satisfy the listed certificate requirements.

Student Signature

Date

Department Approval

Date

Phone

College Approval

Date

Phone

College Approver: Please return this form to your Graduation Services Advisor.

Part V. Graduation Services Verification

Certificate Awarded (Term)

Graduation Services Advisor

Date