

Request to Add a Certificate to a Graduate Degree

Please read the following information prior to submitting this form.

- Form **must** include \$35.00 payment, or proof of payment.
- Use this form only if you have been admitted to a degree program in the Graduate School. If you have not, you will need to complete an application to the certificate program.
- Only grades of C or higher will satisfy requirements for course completion.
- Courses used to satisfy the Graduate Certificate program requirements cannot be older than seven years at the time the certificate completion is verified.

Student Name: _____

Student ID: _____

Certificate Program: _____

Start Term: _____

Current Degree Program: _____

Signature

Date

To be completed by the student's home department.

I am aware that the above student has requested admission to a certificate program. I approve the student pursuing the certificate in addition to the current degree.

Adviser Signature

Graduate Program Coordinator Signature

To be completed by the certificate program.

Admission to the Certificate program is approved.

Admission is denied.

Certificate Program Director Signature: _____

Academic Support Specialist Review

Graduate School Dean Approval