

# The University of Montana

## ***APPLICATION FOR GRADUATION – Certificate Programs***

Complete page one and two of this application and submit to the appropriate certificate administrative office by (December 15 for Spring Graduation; March 15 for Summer Graduation; July 31 for Fall Graduation). Please enclose a check or money order (payable to UM) for the \$25 filing fee. The Application for Graduation – Certificate Programs will be audited and reviewed by the certificate administrative officer and will be forwarded to the Graduate School for processing. A copy of the approved application will be returned to the student and the certificate administrative office.

Name \_\_\_\_\_ Certificate Award Date \_\_\_\_\_  
Print as it should appear on diploma Expected Semester, Year

Local Address \_\_\_\_\_ Phone \_\_\_\_\_

Diploma Address \_\_\_\_\_  
(Address that will be valid 3 to 4 months after graduation date.)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Certificate Applying For: \_\_\_\_\_

Previous Degrees Received	Institution	Date	Major Field
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\*\*\*\*\* For Department Use Only\*\*\*\*\*

Application For Graduation -  
 Certificate Program  
 Audited and Approved:

_____	_____
Date	Certificate Administrative Officer Signature
_____	_____
Date	Graduate School Signature

Prior to the end of the student's certificate award semester and meeting the final graduation deadline for the Graduate School (May 31 for Spring Graduation; August 31 for Summer Graduation; December 31 for Fall Graduation), the Certificate Administrative Officer will sign off that the student has completed all final certificate requirements.

Certificate Requirements Satisfied: \_\_\_\_\_  
Date Completed Certificate Administrative Officer Signature

Banner Input \_\_\_\_\_ Final GPA \_\_\_\_\_

Notes \_\_\_\_\_

