

Application for Awarding of Graduate Certificate

Due the first Friday of the term in which you anticipate completing your graduate certificate

Deliver or mail **BOTH** signed copies to: OFFICE OF GRADUATE STUDIES Unitus Building, 6th floor / PO Box 751 Portland, OR 97207

Faxed/emailed copies of this form will NOT be accepted.

ANTICIPATED TERM OF GRADUATION _____
Term Year STUDENT ID NUMBER last 4 digits of SSN

PLEASE PRINT YOUR NAME EXACTLY AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA (Name must be on PSU records)

First Name Middle Name Last Name

GRADUATE CERTIFICATE in _____

Best DAYTIME PHONE NUMBER for contacting you _____ Alternate PHONE NUMBER _____

Print ADVISER's name _____ Student E-MAIL ADDRESS (PRINT CLEARLY) _____

- A \$20 charge will be applied to your PSU account after your application is received and processed by the Office of Graduate Studies.
- Diploma information will be mailed to your address in the Student Information System – be sure your mailing address is up to date.

STUDENT SIGNATURE (REQUIRED)

Date

Do you want your name printed in the Commencement Program? Yes No

HOMETOWN: City _____ State/Country _____
(optional; for the Commencement Program)

OFFICE USE ONLY:	
Req. Com.	
Initials/Date	OGS 1/08

Are you currently admitted to another graduate program at PSU which you plan to continue after completion of this program? No Yes If Yes, in which program? _____

All Graduate Certificate students must have a Program Completion form submitted by their department to the Office of Graduate Studies after final grades are posted in the final term of their program.

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**Submit complete application, with BOTH halves signed and dated, to
Office of Graduate Studies, Unitus Building, 6th floor**