

APPLICATION TO REQUEST GRADUATION OR CERTIFICATE OF ADVANCED STUDY

After obtaining the required signatures, please return this form to the Graduate School office (#378) by the deadlines listed below. Failure to submit this form may delay conferral of degree until the following term. Applicable fees are listed in the SGS Academic Catalog. Degrees are conferred three times a year. The commencement ceremony is held in May.

THIS FORM MUST BE RECEIVED BY: 7/25/21 FOR SUMMER 2021; 10/01/21 FOR FALL 2021; 2/11/22 FOR SPRING 2022

Name: _____ Student ID #: _____

Cell Phone # : _____ Alternate Phone # : _____

CHC E-mail: _____ Personal E-mail: : _____

Street Address: _____ Apt. # : _____

City: _____ State: _____ Zip code: _____

Degree Information:	PROGRAM OF STUDY	OR	CERT. PROGRAM
TERM DEGREE REQUIREMENTS COMPLETED:	<input type="checkbox"/> Admin. of Human Services <input type="checkbox"/> Education <input type="checkbox"/> Instructional Technology <input type="checkbox"/> Clinical & Counseling Psych. (Master's Level) <input type="checkbox"/> Clinical Psych. (Predoctoral) <input type="checkbox"/> Organizational Leadership <input type="checkbox"/> Cybersecurity		<input type="checkbox"/> Licensure Prep. Psychology <input type="checkbox"/> Education Cert. <input type="checkbox"/> Other: _____ _____ _____
<input type="checkbox"/> Summer 2021 (August) <input type="checkbox"/> Fall 2021 (December) <input type="checkbox"/> Spring 2022 (May)			

What name do you want to appear on your diploma (print clearly)?

For the Commencement Program, please indicate past degree history:

Undergrad. B.A. B.S. Other: _____ Institution: _____

Advanced M.S. M.A. M.Ed. Other: _____ Institution: _____

Student Signature _____
Date

Advisor Signature _____
Date

Department Chair/Coordinator Signature _____
Date

Return to: Graduate School, St. Joseph Hall, 3rd Floor, Room 378 or Scan and E-Mail to gradschool@chc.edu
Please do not return the form until all required signatures are obtained. Any incomplete forms will be returned to the student.

DIPLOMAS ARE NOT RELEASED UNTIL ALL FINANCIAL OBLIGATIONS TO THE COLLEGE ARE PAID IN FULL.