

GRADUATION APPLICATION
SCHOOL OF GRADUATE STUDIES AND RESEARCH
December, 2009

Degree: MA _____ MED _____ MS _____ MSW _____ MAT _____
Ed.S. Certificate _____

Major: _____

NAME (As you wish it to appear on diploma): (Please print clearly):

First	Middle	Last
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Student ID Number: _____
(eight digit number beginning with "10")

Address: _____

_____ **Phone Number:** _____

Email Address for future correspondence: _____

Research Requirement (if applicable):

Thesis: _____ Project: _____ Paper: _____

Research Advisor: _____

Title of Research: _____

Please email the RESEARCH TITLE AND NAME OF THE ADVISOR to petrisek@cup.edu no later than September 25, 2009. If an email is not received it is not guaranteed that it will be listed in the commencement brochure.

I WILL participate in Commencement Exercises on **December 18, 2009:** _____

I WILL NOT participate in Commencement and will receive my diploma *In Absentia* _____

GRADUATION CHECKOUT

Please enclose a check made payable to "California University of PA" in the amount of **\$4.00** for postage if you do not plan on attending commencement and you want your diploma mailed.. If you plan on attending the commencement in December, you will receive your diploma at that time and no fee is required.

This application and payment must be mailed to Graduate Studies, 250 University Ave, California PA 15419 **no later than** September 25, 2009.

In order for your application for graduation to be processed, you must not have any holds on your transcript. These could include: Tuition, Parking Fines, Bookstore, Library and SAI. The School of Graduate Studies and Research will check for clearances.

If there are requirements missing that prevent you from being cleared to graduate, you will be notified through your California University of PA email account. If you are not aware of how to access this email account, please contact the help desk at 724.938.5911 or at helpdesk@cup.edu.

STUDENT'S SIGNATURE DATE

**If it is determined that you have not met all of the requirements to graduate, you must submit a new application for graduation and fees at the beginning of the next semester.

I have reviewed the above student's record. Based on that review, I make the following recommendation to the Dean for the School of Graduate Studies and Research:

Passing comprehensive exams is a requirement for this program: _____ YES _____ NO Student has passed the comprehensive exams: _____ YES _____ NO PORTFOLIO a requirement for this program: _____ YES _____ NO Student has successfully completed portfolio: _____ YES _____ NO

_____ All requirements for this degree have been completed with a satisfactory QPA.

_____ Pending the successful completion of the course in current semester, all requirements are satisfactory

_____ The following curricular requirements are missing from the program and must be completed before a final review can take place:

Advisor's Signature: _____ Date: _____

Program Coordinator: _____ Date: _____