



Off-Campus Programs
802 Industrial Drive
Mount Pleasant, MI 48858

Graduation Application for Certificates, Doctorate, Master's or Specialist Degrees

This application must be received in the Mount Pleasant office by:	December 1	April 1	July 1
Circle the graduation period you are applying for and indicate the year	May <hr style="width: 50%; margin: 0 auto;"/> <small>(year)</small>	August <hr style="width: 50%; margin: 0 auto;"/> <small>(year)</small>	December <hr style="width: 50%; margin: 0 auto;"/> <small>(year)</small>
You must fulfill your degree/certificate requirement by:	May 15	August 15	December 31

The graduation/certificate fee of \$50 must be submitted with each application.

Type or Print

Sign and send the completed application with the \$50 nonrefundable graduation application fee to your center or the address listed above. This entitles you to two (2) consecutive graduation periods.

Name: _____
(First, Middle or Initial, Last) – Please indicate upper & lower case. (Student ID #)

Your name as it appears on your diploma/certificate must be consistent with your name as you entered it on your Admission Application. To submit a request for a name change go to: <http://cmich.edu/Documents/Registrars/Department/namsocbirthchg.pdf>.

Address: _____
(Street) (City) (State/Province) (Country) (Zip/Postal Code)

Telephone #: _____
(Home) (Area Code) (Office) (Area Code)

E-Mail Address: _____
Alternate E-Mail Address: _____

Center: _____ Birthdate: _____

Office Use Only

\$ _____

Bachelor's Degree Earned: _____
(Degree – e.g. BA, BS, etc.) (Date) (College or University granting degree)

Check One:

Master of Arts degree – Counseling: Professional Counseling School Counseling

Master of Arts degree – Education: Adult Education Coaching Community College Guidance and Development Instructional

Master of Arts degree – Educational Leadership: Charter School Leadership Educational Leadership School Principalship

Master of Arts degree – Educational Technology **Master of Arts degree – Humanities**

Master of Arts degree – Reading and Literacy K-12 **Master of Arts degree – Sport Administration**

Master of Business Administration degree **Master of Science in Nutrition and Dietetics degree**

Master of Science in Administration degree: Acquisitions Administration General Administration Health Services Administration Hospitality and Tourism Administration Human Resources Administration Information Resource Management International Administration Leadership Long-Term Care Administration Public Administration Software Engineering Administration Vehicle Design and Manufacturing Administration

Master of Public Administration: General Public Management State and Local Government

Specialist in Education: General Educational Administration Administrative Leadership K-12 Educational Technology Higher Education Administration Instructional Leadership K-12

Doctor of Audiology **Doctor of Education** **Doctor of Health Administration**

Graduate Certificate: Acquisitions Administration General Administration Health Services Administration Hospitality and Tourism Administration Human Resources Administration Information Resource Management International Administration International Health Leadership Logistics Management Long-Term Care Administration Public Administration Software Engineering Administration Vehicle Design and Manufacturing Administration Enterprise System (SAP)

- 1) Cap and gown costs are not covered (or included) in this application fee.
- 2) This application allows you to participate in the Mount Pleasant campus ceremony.
- 3) Participation in the ceremony is *not* contingent upon receipt of grades for course work in progress.
- 4) Contact your program administrator for information about your center's local ceremony.

Any course substitution on the Program Plan requires a written amendment signed by your advisor and approved by the appropriate director. Amendments for course substitutions must be forwarded to the Mount Pleasant office.

EMPLOYMENT INFORMATION

YOUR JOB TITLE:

PLACE OF EMPLOYMENT:

YOUR OFFICE ADDRESS:

(Street)

(City)

(State/Province)

(Zip/Postal Code)

(Country)

The status of your Graduation/Certificate Application is neither contingent upon nor affected by this information.

PLEASE CHECK: Female Male

Do you wish to have your hometown paper notified of your graduation? Yes No

(Notification is sent to a major newspaper serving the community where your diploma is mailed. If you wish other newspapers notified you should do so personally.)

(Student Signature)

(Date)

Central Michigan University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. CMU, an AA/EQ institution, strongly and actively strives to increase diversity within its community (see www.cmich.edu/aaeo). CMU provides individuals with disabilities reasonable accommodations to participate in university activities, programs, and services. Individuals with disabilities requiring an accommodation should call (800) 950-1144, ext. 3018. www.cmich.edu/offcampus

cmuoffcampus@cmich.edu #72 (2/11) 29734