



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
<b>Circle the graduation period you are applying for and indicate the year</b>	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. \_\_\_\_\_ (U.S. Social Security # or 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. If you have changed your name, you must file a change of name form which is available at any program center.

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

Telephone #: \_\_\_\_\_ (Home) (Area Code) \_\_\_\_\_ (Office) (Area Code)

E-Mail Address: \_\_\_\_\_

Center: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Bachelor's Degree Earned:

\_\_\_\_\_ (Degree – e.g. BA, BS, etc.) \_\_\_\_\_ (Date) \_\_\_\_\_ (College or University granting degree)

**Office Use Only**

\$ \_\_\_\_\_

SOHY

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<b>Check One:</b>
<b>Master of Arts degree:</b> <input type="checkbox"/> Elementary Education Classroom Teaching <input type="checkbox"/> Secondary Education Classroom Teaching – Senior High
<b>Master of Arts degree – Counseling:</b> <input type="checkbox"/> Professional Counseling <input type="checkbox"/> School Counseling
<b>Master of Arts degree – Education:</b> <input type="checkbox"/> Adult Education <input type="checkbox"/> Coaching <input type="checkbox"/> Community College <input type="checkbox"/> Guidance and Development <input type="checkbox"/> Instructional
<b>Master of Arts degree – Educational Leadership:</b> <input type="checkbox"/> Educational Leadership <input type="checkbox"/> School Principalship
<input type="checkbox"/> <b>Master of Arts degree – Educational Technology</b> <input type="checkbox"/> <b>Master of Arts degree – Humanities</b>
<input type="checkbox"/> <b>Master of Arts degree – Reading and Literacy K-12</b> <input type="checkbox"/> <b>Master of Arts degree – Sport Administration</b>
<input type="checkbox"/> <b>Master of Business Administration degree</b> <input type="checkbox"/> <b>Master of Science in Nutrition and Dietetics degree</b>
<input type="checkbox"/> <b>Master of Science in Administration degree:</b> <input type="checkbox"/> Acquisitions Administration <input type="checkbox"/> General Administration <input type="checkbox"/> Health Services Administration <input type="checkbox"/> Hospitality and Tourism Administration <input type="checkbox"/> Human Resources Administration <input type="checkbox"/> Information Resource Management <input type="checkbox"/> International Administration <input type="checkbox"/> Leadership <input type="checkbox"/> Long-Term Care Administration <input type="checkbox"/> Public Administration <input type="checkbox"/> Software Engineering Administration <input type="checkbox"/> Vehicle Design and Manufacturing Administration
<input type="checkbox"/> <b>Master of Public Administration</b> <input type="checkbox"/> <b>Specialist in Education</b>
<input type="checkbox"/> <b>Doctor of Audiology</b> <input type="checkbox"/> <b>Doctor of Health Administration</b>
<input type="checkbox"/> <b>Graduate Certificate:</b> <input type="checkbox"/> Acquisitions Administration <input type="checkbox"/> General Administration <input type="checkbox"/> Health Services Administration <input type="checkbox"/> Hospitality and Tourism Administration <input type="checkbox"/> Human Resources Administration <input type="checkbox"/> Information Resource Management <input type="checkbox"/> International Administration <input type="checkbox"/> Leadership <input type="checkbox"/> Long-Term Care Administration <input type="checkbox"/> Public Administration <input type="checkbox"/> Software Engineering Administration <input type="checkbox"/> Vehicle Design and Manufacturing Administration <input type="checkbox"/> 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:

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PLACE OF EMPLOYMENT:

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YOUR OFFICE ADDRESS:

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(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.)

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(Student Signature)

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(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](http://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 to participate in an activity, program, or service should call (800) 950-1144, ext. 3264.*

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