Graduation Application

degreesandcertificates@montana.edu

Application Deadlines: **Fall – September 20th** **Spring – February 5th** **Summer – June 10th**

Notification: Degree program audit begins the week after the application deadline. Notification of the audit will be sent by email to the student and the outcome is noted in DegreeWorks.
Fees: A $20.00 audit fee is charged to the student's account each term an application is submitted. A one-time $30.00 commencement fee is charged to the student's account the first time they apply to graduate. The commencement fee is for degree-seeking students only (certificate students are not charged $30).
Diplomas: Diplomas are issued under the name listed on the student's permanent record. Verify name and diploma mailing address in My Info. Diploma mailing dates vary each term; contact the Office of the Registrar for details. Students receiving a certificate do not receive a diploma.

Name: _____ _____
(Last) (First)

Student ID#: _____ E-Mail: _____

Choose one the following:
☐ Full term candidate: ☐ Fall ☐ Spring ☐ Summer Year: _____

☐ One-credit Extension candidate deadline date: _____ (First day of the next term)
Note: One-credit extension candidates will need to register for One (1) credit in _____ (upcoming term)

Degree/Certificate Title: _____

in the department of: _____

Degree or Certificate sought:

☐ Certificate (CERT)
☐ Doctor of Philosophy (PhD)
☐ Doctor of Nursing Practice (DNP)
☐ Doctor of Education (EdD)
☐ Education Specialist (EdS)

☐ Master (M)
☐ Master of Art (MA)
☐ Master of Education (MEd)
☐ Master of Engineering (MEng)
☐ Master of Fine Art (MFA)
☐ Master of Nursing (MN)

☐ Master of Science (MS)*
Check only if applicable for the MS degree:
☐ En route (Doctoral student earning a Master's degree while enrolled in a doctoral program)

*Doctoral students stopping out with a Master's degree must submit a Change in Graduate Status form.

☐ Check if Continuing to another certificate, Master's or Doctoral program; Must submit a Change in Graduate Status form if continuing from Master's to Doctoral.

☐ Check if a request to Include/Exclude graded coursework will be made.

I hereby petition The Graduate School for conferral of the degree(s) indicated above.

_____ _____
Student Signature Date

_____ _____
Chair or Program Leader Signature Date

_____ _____
Received and logged in to Banner by The Graduate School Date