

# Professional/Faculty Degree History Form

Federal reporting requirements require MSU to collect and report degree history information for all MSU faculty and administrators including senior administrators, deans, associate and assistant deans, tenured and tenure track faculty, adjunct, affiliate, visiting faculty, and research faculty. Please complete the form below listing all institutions from which a faculty member received a degree. Please indicate all degrees earned at each institution and include the level and field of each degree.

**\*\*\* For new hires, please submit this form with the PTF to ensure timely payroll processing \*\*\***

**Name:** \_\_\_\_\_

**SSN (or Banner ID):** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

\*\*\*\*\*

**Institution:** \_\_\_\_\_  
(Full name and location; city & state)

**Degree Name:** \_\_\_\_\_  
(Include all degrees from institution; i.e., B.S. in Math, Masters in Statistics)

**Degree Date(s):** \_\_\_\_\_  
(Month, year)

\*\*\*\*\*

**Institution:** \_\_\_\_\_  
(Full name and location; city & state)

**Degree Name:** \_\_\_\_\_  
(Include all degrees from institution; i.e., B.S. in Math, Masters in Statistics)

**Degree Date(s):** \_\_\_\_\_  
(Month, year)

\*\*\*\*\*

**Institution:** \_\_\_\_\_  
(Full name and location; city & state)

**Degree Name:** \_\_\_\_\_  
(Include all degrees from institution; i.e., B.S. in Math, Masters in Statistics)

**Degree Date(s):** \_\_\_\_\_  
(Month, year)