

THE NATIONAL HISPANIC UNIVERSITY
CONFERRAL OF DEGREE FORM

Graduate Programs

Please note: This is not an application for the commencement ceremony. If you intend to participate in the upcoming commencement ceremonies please submit a Petition to Graduate form to the Office of the Registrar. As you near the completion of your program, you must notify the Office of the Registrar of your intent to graduate. Please submit this form within your final academic term. Conferral of Degree Forms submitted prior to your final academic term will NOT be processed.

Name: _____ Student ID: _____

Phone number (daytime): _____ Email: _____

GRADUATION CHECK LIST:

Please make sure that you have:

- 1. Met ALL program requirements as described on the Degree Audit and Catalog.
- 2. Submitted courses substitutions with required signatures to the Office of the Registrar (if applicable).
- 3. Met the required unit total for program in all areas.
- 4. Submitted your thesis.
- 5. Attached any supporting document relevant to this process.
- 6. Attached your Degree Audit.

Note: If you have questions about any of the above see your Academic Advisor.

PROGRAM/MAJOR:

_____ M.A. in Education with Concentration in _____

_____ Other (if applicable) _____

Please print or type your name in the space below EXACTLY as you want it to appear on your degree.

First

Middle

Last

Signature _____ Date _____

DEPT. CHAIR SECTION:

Thesis has been submitted and has been approved for publication. Date Submitted for publication: _____

Thesis has NOT been submitted/approved. Student has been notified. Notified Student Date _____

Chair Signature _____ Date _____

REGISTRAR SECTION

Approved- Student has completed all graduation requirements. Notified Student Date _____ Signature _____

Conferral date _____ Degree awarded in Banner: Date _____ Fee required Y N

Denied- Students has not completed all graduation requirements. Notified Student Date _____ Signature _____

Pending items: _____