



## Graduate Application for Degree and Certificate Conferral

Students will use this form for late degree awards. Students who did not apply for graduation within the Graduation Clearance System's timeframe should complete this form with the appropriate signatures. Please allow 2-3 weeks for processing of the final audit. Applicants who meet all degree and financial requirements will receive their diplomas via U.S.P.S certified mail delivery. All correspondence regarding degree audit and completion is sent exclusively to the assigned **JSU e-mail** account.

**Please clearly print your name exactly (including capitalization) how it should appear on your diploma:**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Student ID \_\_\_\_\_ JSU Email Address \_\_\_\_\_ Phone \_\_\_\_\_

Diploma Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Check the degree that you will be completing:** ☐ PhD ☐ EdD ☐ DrPH ☐ EdS ☐ MSEd ☐ MSW ☐ MS ☐ MPH  
☐ MPA ☐ MPPA ☐ MMEd ☐ MBA ☐ MAT ☐ MA ☐ Graduate Certificate

Major \_\_\_\_\_ Concentration \_\_\_\_\_ Catalog year followed \_\_\_\_\_

**Please check your past conferral date below and review the important guidelines for submission of degree applications. All degree requirements must be completed before the degree will be awarded.**

☐ For a conferral date of **April 29, 2023 (Spring 2023)**.

☐ For a conferral date of **July 27, 2023 (Summer 2023)**.

☐ For a conferral date of **December 08, 2023 (Fall 2023)**.

For a past graduation semester not listed; enter semester and/or conferral date here: \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Chair Signature \_\_\_\_\_ Date \_\_\_\_\_

Dean Signature \_\_\_\_\_ Date \_\_\_\_\_

Graduate Studies Signature \_\_\_\_\_ Date \_\_\_\_\_

Processed by: \_\_\_\_\_ Date \_\_\_\_\_

Revised 7/18/23