

MURRAY STATE UNIVERSITY

Application for Graduate Certificate Completion

The Application for the Graduate Certificate Completion and processing fee of \$15 are due in Graduate Admissions and Records during the first three weeks of the semester in which the student expects to complete all coursework toward the certificate.

After the student successfully completes all courses toward the certificate program, this will be posted to the MSU transcript within a few weeks. No document will be printed and/or mailed to the student. Questions about this form may be directed to Graduate Admissions and Records at 270-809-3779.

MSU ID (M#):

Today's date:

Print name as listed on MSU records:

First

Middle

Last

Daytime phone #:

Email address:

@murraystate.edu

Alternate

@

To be completed during:

Term/semester

Year

Check Certificate Program (\$15 check or money order must accompany this application)

Gender Studies
Human Development and Leadership
Professional Telecommunications Systems Management
Professional Writing
Organizational Dynamics
Veterinary Hospital Management
Youth and Non-Profit Leadership

Only the certificate programs listed above can be posted to your MSU transcript. If your program leads to a teaching certificate endorsement or rank change, you will not use this form. Contact Teacher Education Services about filing with the appropriate agency at 270-809-2110.

To request a copy of your academic transcript, go to the following link for instructions:

<http://www.murraystate.edu/Academics/RegistrarsOffice/Transcripts.aspx>