APPLICATION FOR UNDERGRADUATE DEGREE
MINNESOTA STATE UNIVERSITY MOORHEAD

Purpose: All candidates for a baccalaureate degree must declare their intent to graduate so the University acknowledges and records all degrees, program majors and minors on the final academic record. ALL REQUIREMENTS ON YOUR DEGREE AUDIT MUST BE MARKED AS COMPLETE IN ORDER TO GRADUATE.

Deadline:

If you are graduating:	Submit completed form:
Fall Semester	no later than the 1st week of September
Spring or Summer Semester	no later than the third week of January

Submit completed form to: Registrar's Office, Owens Hall 210 - **Forms without Department signatures will not be accepted**
A non-refundable $30 commencement fee may be required for students planning to participate in the commencement ceremony. Information concerning this will be communicated at a later date.

Diploma Mailing: Diplomas will be mailed about 2 months after the last day of the semester you graduate.

PRINT LEGIBLY AND COMPLETE IN FULL

I. Name: _____ Dragon ID: _____
The preferred name listed with the Registrar's Office is how your name will appear on your diploma and in the commencement program. If you wish to change this name, you must update your preferred name with the Registrar's Office.

MSUM E-mail: _____ Advisor: _____

Permanent Address (diplomas will be mailed to this address about 2 months after the last day of the semester you graduate):

_____ _____
Street Address   *Hometown & State (to be listed in the Commencement Program)*

_____
City, State & Zip

II. **Semester and year you expect to complete <u>all</u> requirements** (select one):

☐ FALL   ☐ SPRING   ☐ SUMMER   **YEAR** 20_____

Commencement – Do you plan to attend: ☐ Yes   ☐ No   ☐ Don't Know

Degree: ☐ A.A.   ☐ B.A.   ☐ B.F.A.   ☐ B.S.   ☐ B.S.N.   ☐ B.S.W.   ☐ CERTIFICATE

College (select one):

☐ Arts & Humanities   ☐ Business & Innovation

☐ Education & Human Services   ☐ Science, Health & the Environment

Major(s): 1_____ 2_____

Emphasis: 1_____ 2_____

Minor(s): 1_____ 2_____

Honors (students must earn a minimum of **45 MSUM resident credits**):

☐ Cum Laude (3.40 - 3.59)   ☐ Magna Cum Laude (3.60 - 3.79)   ☐ Summa Cum Laude (3.80 - 4.00)

III. _____ _____
      Student signature   Date

      _____ _____
      Academic Advisor signature   Date

_____ _____
FIRST MAJOR Department Chair signature   Date   **SECOND MAJOR** Department Chair signature   Date

Departmental Request for Course Exception Forms need to be submitted to the Registrar's Office. **MINOR(S)** do not require a department signature.