



Application for Graduate Certificate Completion

The Application for the Graduate Certificate Completion and processing fee of \$15 are due during the first three weeks of the semester in which the student expects to complete all coursework toward the certificate. This completed application form and the \$15 processing must be submitted to:

Graduate Admissions and Records
B2 Sparks Hall
Murray, KY 42071

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

M.I.

Last

Daytime phone # _____

Email address _____ @murraystate.edu

Alternate Email _____ @ _____

To be completed during _____

Term/semester Year

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

Gender Studies
Gifted & Talented
Human Development & Leadership
Nonprofit Leadership Study
Organizational Dynamics

Professional Telecommunications
Systems Management
Professional Writing
Public Relations
Registered Dietician
Veterinary Hospital Management

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>