

# GRADUATE OR POST-MASTER'S CERTIFICATE APPLICATION FOR COMPLETION

Mail to: UCA Graduate School, 201 Donaghey Ave, Torreyson West 328, Conway AR 72035  
Email: ucagradschool@uca.edu

**IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN THREE WEEKS, PLEASE CONTACT THE GRADUATE SCHOOL 501.450.3124**

This form **MUST be typed**. **IMPORTANT:** Your certificate will be printed EXACTLY as you complete this form. **Use UPPER and LOWER case letters and accent marks**, where appropriate. After the form is printed, be sure to **sign the application** where indicated. **You MUST PAY THE \$20 certificate completion fee online (myUCA) AND submit this form BEFORE your application will be processed.**

**Name** **UCA ID**  
Exactly as it will appear on your certificate NO social security numbers  
 The following information ***must be valid*** for the purpose of MAILING YOUR CERTIFICATE, as well as correspondence regarding your application. It will NOT be used for any other purpose.

**U.S. Address**

**U.S. City, State and Zip Code**

**Primary Phone No.**

**Non-UCA Email**

**For delivery outside of the U.S., you must attach one mailing label in English and a second mailing label in the official language of the country to which the certificate will be delivered.**

**Certificate Program**

**Certificate to be awarded: December 16, 2017**



\_\_\_\_\_  
*NOTE: I understand that this is an application for certificate completion ONLY and that the stated certificate will be awarded ONLY when all institutional requirements are met. I agree to the record change in my email address.*

\_\_\_\_\_  
 DATE

**OFFICE USE ONLY**

**Date paid** \_\_\_\_\_ **Verified by** \_\_\_\_\_ **College** \_\_\_\_\_ **CIP Code** \_\_\_\_\_

*Date Received Stamp Here* ↓

	<b>Banner</b>	
	<b>Degree Works</b>	
	<b>Graduate Dean</b>	
	<b>Registrar</b>	