

GRADUATE OR POST-MASTER'S CERTIFICATE

APPLICATION FOR COMPLETION

Return 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. Once your application has been reviewed, a **\$20 fee will be assessed on your student account**. Pay the fee online with the CASHNet online payment option via your myUCA account. **Payment of the fee is required to complete processing of your application.**

Name

Exactly as it will appear on your certificate

UCA ID

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 14, 2018

Sign here

DATE

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.

OFFICE USE ONLY

College _____ CIP Code _____

Date Received Stamp Here ↓

	Banner	
	Degree Works	
	Graduate Dean	
	Registrar	