

**This form** must be filed prior to the deadline posted in the academic calendar for the completion of all degree requirements in the semester in which this degree will be conferred. Please see the academic calendar at [www.cgu.edu/calendar](http://www.cgu.edu/calendar).

STUDENT INFORMATION:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

CGU ID #254: \_\_\_\_\_ Birth Month & Day Only : \_\_\_\_\_

Academic Department: \_\_\_\_\_ Degree/Certificate: \_\_\_\_\_

Please check any of the following that apply to this master's degree or certificate:

- This is a single master's degree.
- This is a single certificate.
- I am currently a Master's or Ph.D. student and this is a certificate along the way to my degree. An attached academic record with courses highlighted corresponding to this certificate is required.
- This master's degree is part of a dual degree. An attached academic record with courses highlighted corresponding to this degree is required.
- I am currently a Ph.D. student and this is a master's along the way to the Ph.D. An attached academic record with courses highlighted corresponding to this master's degree is required. *Note: Students may NOT receive a master's degree along the way to the Ph.D. if the student has earned a previous master's degree at any time and units from that degree are counted towards the Ph.D. Units cannot be triple counted.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ACADEMIC DEPARTMENT APPROVAL:

We, the graduate faculty in \_\_\_\_\_, recommend the above student for the  
(academic department)  
 degree of \_\_\_\_\_ with a concentration in \_\_\_\_\_ for the  
(degree/certificate) (master's concentration, if applicable)  
 semester of \_\_\_\_\_ year \_\_\_\_\_.  
(Fall/Spring/Summer)

**We recommend this student for the degree above by virtue of completion of the following noted requirements**

(Except for grades from in-progress coursework, no requirements may be pending upon submission of this form):

- \_\_\_\_\_ Completion of specified coursework (all students)
- \_\_\_\_\_ Coursework has met the minimum GPA of 3.000 (all students)
- \_\_\_\_\_ Total Units Required for Degree: \_\_\_\_\_ CGU Units Accomplished: \_\_\_\_\_ Transfer Units: \_\_\_\_\_
- \_\_\_\_\_ Total Units Required for Certificate: \_\_\_\_\_ CGU Units Accomplished: \_\_\_\_\_
- \_\_\_\_\_ Language Requirement \_\_\_\_\_ Master's Thesis
- \_\_\_\_\_ Master's Qualifying Examination \_\_\_\_\_ Master's Critique/Publishable Paper
- \_\_\_\_\_ Master's Research Paper (PP & ACM departments) \_\_\_\_\_ MA/MFA Project (Art Department)
- \_\_\_\_\_ Applied Humanities Internship

Faculty/Academic Advisor: \_\_\_\_\_ (printed name) \_\_\_\_\_ (signature) Date: \_\_\_\_\_

\*Reader/Committee: \_\_\_\_\_ (printed name) \_\_\_\_\_ (signature) Date: \_\_\_\_\_  
(\*Required for Thesis, Critique, MA/MFA Project, or MAACM Research Paper)  
 \_\_\_\_\_ (printed name) \_\_\_\_\_ (signature) Date: \_\_\_\_\_

Dean of the School: \_\_\_\_\_ (signature) Date: \_\_\_\_\_

**For Office Use Only**

Verified by Student Records: \_\_\_\_\_ Data Processing: \_\_\_\_\_