

Montana State University Billings

Advisor Name (Print)

Office of Admissions and Records/Registrar

APPLICATION FOR CERTIFICATE, ASSOCIATE OR ASSOCIATE OF APPLIED SCIENCE DEGREE

All applications for graduation must be on file with the Registrar no later than the end of the 10th week of the semester **PRIOR** to the semester of completion. Applications are valid only for the year (Summer through Spring) in which they are submitted.

To Be Completed by the Student

Attending Commencement ? YES

Please Print in Ink or Type

Year _____ NO

Print Name (as you wish for it to appear on your diploma)			Student ID#				
Type of Degree: Certificate <input type="checkbox"/> Associate of Arts <input type="checkbox"/> Associate of Science <input type="checkbox"/> Associate of Applied Science <input type="checkbox"/>							
College of Expected Degree: Allied Health <input type="checkbox"/> Arts and Sciences <input type="checkbox"/> City College <input type="checkbox"/> Education <input type="checkbox"/>							
Semester of Graduation: Fall <input type="checkbox"/> Summer <input type="checkbox"/> Spring <input type="checkbox"/>		Year of Graduation		Dates of Catalog Graduating Under			
Program			Option				
2 nd Program			2 nd Degree (additional application required)				
Home Town as you Wish it to Appear in the Commencement Program:							
Mailing Address Street				City	State	Zip	Phone (including area code)
Diploma Address Street				City	State	Zip	Phone (including area code)

To Be Completed by the Student in consultation with faculty advisor

Certificate and Associate of Applied Science General Education Requirements (as applicable): Not Applicable
 (Indicate if category is completed. If a substitution is made, please note course that meets the requirement)

Communication (Human Relations) or (COMT)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
English	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Mathematics	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Technology (Computers) or (CMP)	YES <input type="checkbox"/>	NO <input type="checkbox"/>

University General Education/Academic Foundation Requirements (as applicable): Not Applicable
 (Indicate if category is completed. If a substitution is made, please note course that meets the requirement)

Mathematics (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
English (6 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Communication and Information Literacy (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Natural Sciences (7 Cr) 1 life science/1 physical science/1 lab	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Social Science (6 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
History (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Cultural Diversity (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Fine Arts (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Humanities (3 Cr)	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Transfer Students Only: Associate Degree General Education Completed MUS Core Completed

Earned to Date	Total Credits:	Registered For :	Remaining Credits:
Institution GPA:	Overall GPA:		Program GPA (if required):
Including remaining credits, student meets required credits to complete above degree:			YES <input type="checkbox"/> NO <input type="checkbox"/>
Including remaining credits, Student meets required MSU Billings Total Credits Earned requirement:			YES <input type="checkbox"/> NO <input type="checkbox"/>

PLEASE attach advising worksheets and unofficial transcripts

