

Students eligible to apply for graduate level certificate must print or type the requested information and return this Completion of Certificate form to:

**Online Students – Please return this form via email, mail or fax to student.records@rockies.edu ♦
1201 16th Street, Suite 350, Denver, CO 80202 ♦ 888.226.6319**

**Colorado Springs Campus Students – Please return this form via email, mail or fax or in person to the Registrar’s Office Campus.Registrar@rockies.edu ♦ 555 East Pikes Peak Ave. #108, Colorado Springs, CO 80903-3612
♦ 719.389.0359**

Denver Instructional Site Students – Please return this form via email or mail to dis.registrar@rockies.edu ♦ 1201 16th Street, Suite 200, Denver, CO 80202

The date of graduate level certificate conferral recorded on your transcript and on your certificate will reflect the date you complete all program requirements. Certificate completion is generally recorded on a student’s official transcript within 30 days of completion of ALL program requirements. Certificates are generally ordered within 30 days of completion of all program requirements and payment of all related tuition and fees. Ordered certificates may take up to six weeks to arrive. Diplomas, certificates, and official transcripts will be withheld until all accounts at the University are paid in full.

Student Information

First Name: _____ Last Name: _____ Student ID: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____ Advisor: _____

Print your name as you would like it to appear on your certificate.

(If left blank your name will appear as it is in the University System)

Your contact information listed above will be updated in the University of the Rockies database unless you indicate otherwise. University of the Rockies will mail one official transcript, your certificate with cover and holder.

Graduate Certificate: Business Psychology
 Criminology and Justice Studies
 General Psychology
 Organizational Leadership

Delivery Format: Online Colorado Springs Campus Denver Instructional Site

Acknowledgment

University of the Rockies Press Releases contain graduating students’ names and other pertinent information, such as degree, major, specialization, concentration, and certificates. Your signature here indicates your permission to include such information in the press releases as Public Information. This information may be published on the University of the Rockies website.

Student Signature: _____ Date: _____

Electronic Signature Not Accepted