



APPLICATION FOR UNDERGRADUATE DEGREE OR CERTIFICATE

****Additional degrees and certificates require the submission of separate applications.****

There is a non-refundable \$45 application fee (\$60 if turned in during the late period) that will be added to your account when your application has been processed. Once added to your account, it can be paid in CyberBear. Please contact the Registrar's Office if you will not be completing the degree in the semester you applied for. If your degree is not awarded, you may be required to submit a new application and pay the application fee again.

****Students in the Davidson Honors College need to submit a separate graduation application to the DHC in order to receive the University Scholar Distinction. A link to the DHC graduation application form is on the DHC website in the "Requirements and Advising" section: <https://www.umt.edu/honors-college/requirements-and-advising/default.php>.****

GRADUATION DEADLINES: Late applications may result in a delay of graduation!	Semester of Graduation	Deadline	Deadline with \$15 late fee
	Fall	Last Friday in April	First Monday in October*
	Spring	Second Friday in November	First Monday in February*
	Summer	Last Friday in February	First Monday in June*

**Graduation applications submitted after this date will be deferred to the following semester.*

NAME _____ **STUDENT ID** _____
(PRINT NAME AS YOU WISH IT TO APPEAR ON DIPLOMA)

APPLYING FOR _____ **OF** _____ **MAJOR** _____
(Certificate, Associates, Bachelor) (Applied Science, Arts, Science, Fine Arts, etc.) (History, Information Technology, etc, if applicable)

CONCENTRATION(S) (if applicable) _____
(Note: this will NOT appear on your diploma. However, it will appear on your transcript.)

I am also pursuing the following credentials:

Second Major _____ **Minor** _____
(Note: this will NOT appear on your diploma. However, it will appear on your transcript.)

SEMESTER AND YEAR OF EXPECTED GRADUATION _____ **CATALOG YEAR** _____

PHONE # _____ **E-MAIL ADDRESS** _____

CURRENT ADDRESS _____ **CITY** _____ **STATE & ZIP** _____

DIPLOMA MAILING ADDRESS _____ **CITY** _____ **STATE & ZIP** _____

Email the Office of the Registrar at Graduation@umontana.edu to change your diploma mailing address. Updating your address in Cyberbear does not affect where your diploma will be mailed.

Commencement and Diploma Information

- The Office of the Registrar must be notified of any diploma mailing address change (email Graduation@umontana.edu). Diplomas will be sent to the diploma mailing address on your application. If a diploma is returned, it will be held until a correct address is received.
- Three to four weeks after the semester ends, awarded degrees will appear in Cyberbear. If verification of degree is needed, an official transcript can be ordered for a fee of around \$11 through Cyberbear or at www.studentclearinghouse.org.
- Detailed information and instructions regarding commencement will be emailed to students approximately two months prior to the ceremony. Information will also be available on the Office of the Registrar website: <https://www.umt.edu/registrar/Commencement/>.
- Submission of this form does not ensure graduation. Review your audit in Degree Works. Degree requirements must be completed before your degree will be posted on your transcript.
- By your signature below, you agree to release your name for inclusion in the commencement program and any other graduation announcements. If you do not want your name to appear in the above-named documents, you must contact the Office of the Registrar.

Student Signature _____ **Date** _____

With my signature, I acknowledge and understand the University of Montana requirements for a degree as stated in my catalog.

Dean of School/Chair of Major/Designee Signature _____ **Date** _____

Dean of School/Chair of Second Major/Designee Signature _____ **Date** _____

Dean of School/Chair of Minor/Designee Signature _____ **Date** _____

*With my signature, I certify that all departmental major requirements will be fulfilled by the semester and year of expected graduation indicated on this application, that all departmental waivers and substitutions have been submitted to the Registrar's Office, and the student's final semester graduation audit has been reviewed in Degree Works. **Completed applications should be emailed to Graduation@umontana.edu. Physical copies can be dropped off in 623 Aber Hall.*