

# Application for Audit/Graduation for Degree or Licensure Program

Print Your Name (If applicable, exactly as you wish it to appear on your diploma)

Student I.D.

Diploma is to be mailed to (include: Street/PO City State ZIP) Phone Number

Current Address Phone Number

E-mail Address: Student signature:

Degree Desired: CERT AA AAS ADN AS BA BAS BBA BFA BGS BS BSN BSW MA MAT MBA MOT MSW

Graduate Licensure Program: School Psychology Alternative Graduate licensure programs are not degrees. They are only alternative routes to New Mexico teacher licensure or School Psychology licensure. Licensure is only granted by the State of New Mexico.

1st Major 2nd Major Concentration(s) Minor(s)

I wish to graduate/complete: Fall Spring Summer Year Submission of your degree plan is REQUIRED before your audit is processed.

Deadlines for submission of application: Cert/Licensure \$40 Associate/Bachelor \$60 Masters \$80 Summer graduation February 1st; Fall graduation June 1st; Spring graduation September 1st.

Please allow approximately 6-8 weeks for the completion of audit. Results will be e-mailed to your Mustang Express account.

Failure to return completed application to the registrar's office will result in a delay for graduation.

## Students pursuing a degree PLEASE FOLLOW STEPS 1-6 IN ORDER

If paying with credit card, credit card number: Expiration Date: Security Code: American Express is not accepted

Step 1 Office of Business Affairs: Cer./Licensure Assoc. Bach Mast Office of Business Affairs Authorized Signature Receipt Date

Step 2 Financial Aid: By federal regulations, if you received any type of student loan, you are required to complete an exit interview. Please complete this process at www.mapping-your-future.org within a week after your graduation, in order to avoid a hold on your transcript.

Step 3 Career Services: Career Services Authorized Signature Date

Step 4 Will you participate in Commencement? Yes No Weight: Height:

Step 5 Office of the Registrar: Office of the Registrar Authorized Signature Date

Date Audit Results Sent Initials