

HSU
Graduate Student
Certificate Completion Form

Print name as desired to display on credentials:

First Name: _____ Middle Name: _____ Last Name: _____

Student ID # _____

Name of student in Banner Record (first, middle, last): _____

Student address: Street _____

City: _____ State: _____ Zip Code: _____

Student email address: _____

Date of Certificate Completion: Month _____ Year: _____

Certificate Program of Study: _____

Courses Required for Certificate Completion (to be filled out by faculty advisor)

Course Number	Course Name	Term/Year taken	Grade Earned

Certificates will all be noted on a student's transcript. However, students can opt to pay \$6 to receive a credential.

___ I do not want to receive a credential (beyond it being posted to my HSU transcript.)

___ I DO want to receive a credential and understand a \$6 graduation fee will be applied to my student account.

For December 2023 graduates a printed copy of the certificate will be mailed to the student at the address provided on this form. Students graduating after December 2023 will receive a digital credential (via HSU student email) that will be able to be printed, embedded in resumes, and shared to social media sites (such as LinkedIn, Facebook, Twitter, etc). This digital credential empowers you to instantly broadcast your accomplishments.

Student Signature: _____ Date: _____

Faculty Advisor Signature: _____ Date: _____

Registrar's Office Signature: _____ Date: _____