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For use by current graduate students enrolled in a graduate degree program seeking to add a graduate certificate to their current plan of study.

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EmplID#: \_\_\_\_\_ UA E-Mail: \_\_\_\_\_ Date: \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Current Degree Program and Academic Plan Code: \_\_\_\_\_

Certificate To Be Added and Academic Plan Code: \_\_\_\_\_

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I. Signatures Required (Degree Program)\*

Student Signature: \_\_\_\_\_

Advisor/Instructor Signature: \_\_\_\_\_

Director/Chair Signature: \_\_\_\_\_

II. Additional Signature Required ONLY if certificate is outside of Student's Degree Program\*

Director/Chair Signature: \_\_\_\_\_

Notes:

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Complete this form and submit to Deborah Phillipp at

dphillipp@uakron.edu

This form will enable graduate students to add a certificate to their current plan of study while eliminating the need to formally apply or pay additional application fees.

*\*It is the responsibility of the student to obtain all necessary signatures before submission to the Graduate School*

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