

Requirements for Award of Master's Degree

Application for Award of Degree

You must file your "Application for Award of the Master's Degree" at the Graduate Studies Office according to the set schedule.

Note: You must show evidence of an approved program when submitting your application.

Graduation Fee

You must pay your graduation fee of \$25 at the Cashier's Office *prior* to filing your application with the Graduate Studies Office. The Cashier's Office will stamp your application to show payment of the fee. The cashier's office hours are 9am to 4pm.

Note: If you do not complete requirements for the degree in the semester in which you apply, it will be necessary for you to complete a Reactivation Form and pay an additional fee for each subsequent processing and reevaluation of your graduation requirements. Reactivation forms must be filed by the attached deadline dates.

Deadline Dates

Deadline dates are updated by and posted at the Graduate Studies Office each semester.

Commencement

Commencement exercises are held during the last week of each Spring semester (the Saturday morning of Memorial Weekend).

Application for Award of Master's Degree



Last Name

First Name, M.I.

SSN

Home St. Address

City, State, Zip Code

Home Phone

Daytime Phone

Email Address

Cashier's Office
Graduate and Diploma Fee Paid:

Date		Date of Birth	
MA <input type="checkbox"/> MS <input type="checkbox"/> MBA <input type="checkbox"/> MFA <input type="checkbox"/> MLS <input type="checkbox"/> MUP <input type="checkbox"/> MSW <input type="checkbox"/> MPA <input type="checkbox"/> MPH <input type="checkbox"/>	California Resident? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Degree Major		Proposed Date of Degree Award	
Print Full Name As Appears In Diploma		Address to Send Diploma	
_____ Last Name _____ First Name, M.I.		_____ _____ _____ _____	
Print Full Name As Appears In Official SJSU Records		Last Semester Attended	
_____ Last Name _____ First Name, M.I.		_____ _____	
Degrees Now Held			
Degree	Four Year Institution Granting	City, State, Country	Month/Year
For Office Use Only—Do Not Write Below This Line			
Thesis _____ Binding _____ Transferred Graduate Credit _____ Comprehensive _____		To Do: 	
_____ Completion of Requirements Certified Personnel		_____ Date	