



UNIVERSITY OF MARYLAND, COLLEGE PARK
Office of the Registrar



GRADUATE CERTIFICATE COMPLETION FORM

Date: _____

Print Full Name (Last, First, Middle)

Student University ID Number (UID)

Email Address

Graduate Certificate Program Code

Graduate Certificate Sought

PROGRAM: The degree audit should clearly indicate courses required for the certificate. (Courses in which the student received the grade of "D" or "F" are not applicable.) The Program should represent ALL completed courses the student presents for the certificate. NO transfer coursework may be used for the certificate. All coursework must be taken within five years of the certificate. **Coursework older than five years at the time of graduation must be revalidated and approved by the Graduate School.**

Certification of Satisfactory Completion

The student above has indicated an expectation to graduate with a Graduate Certificate. Attached to this form is a copy of the student's degree audit from uAchieve that shows that the student has fulfilled the graduate certificate's course requirements satisfactorily.

Advisor (Print Name then Sign)

Date

Telephone Extension/Email Address

Director of Graduate Program (Print Name then Sign)

Date

Telephone Extension/Email Address

Please return this form to:

The Office of the Registrar
1113 Mitchell Building • University of Maryland
College Park, Maryland 20742-5121
Email: registrar-graduate@umd.edu
Fax: 301-314-9568