



Graduate School MASTER'S DEGREE APPROVED PROGRAM FORM

The graduate student shall fill out this form during the first term of enrollment and secure the signature of his/ her advisor(s) and present the completed APF to the Dean of the Graduate School.

Name _____ Soc Security # _____
 Permanent Address _____ E Mail ID: _____
 _____ Phone Number (_____) _____
 Local Address _____ Phone Number (_____) _____

Colleges and Universities Attended	Major(s)	Degree(s)	Dates
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Program desired: M.S.Ed. M.B.A. M.A. M.S. Certification Only (no degree involved)

Major Study Field Higher Education Leadership

GRE Scores: General: V _____ Q _____ A _____ Subject _____ GMAT Test Total Score _____
 (when required)

For MS. Ed. degrees, documentation of a valid teaching certificate at the appropriate level must be submitted to the Graduate Office before candidacy will be approved. **Not Applicable**

Teaching Certificate _____ Validated _____ Level _____ Expiration Date _____

List all required courses, credit hours, and transfer credit required for candidacy for the degree or graduate study. Not less than 16 hours of the courses required to complete the degree must be numbered 600 and above. Approved transfer courses and date taken must be shown. Necessary changes at a later date must be approved by your advisor. The total program for a degree must be completed within a period of eight years.

Course #	Graduate Course Title	Cr.	Gr.	Date	Course #	Graduate Course Title	Cr.	Gr.	Date
61-652	Leadership Issues in Higher Education	6		Fall 07		ELECTIVES			
61-654	Higher Education Administration	6		Sp 08			3		
61-657	Introduction to Institutional Research	3		Sum 08			3		
61-656	College Students in America	6		Fall 08					
61-658	Law, Policy and Finance in Higher Education	6		Sp 09					
						Deficiencies			
						DEPT PORTFOLIO			

OFFICE USE ONLY	DATE
Undergraduate GPA _____	_____
_____ Approved for non-degree graduate study	_____
_____ Admitted to candidacy	_____
_____ Research component filed	_____
_____ Writing sample	_____
_____ Comprehensive exam pass/ fail	_____
_____ Approved for degree	_____
_____ Final GPA	_____

APPROVAL FOR COURSE OF STUDY

Students' Signature _____ Date _____

Signature of Major Advisor _____ Date _____

Other Advisor _____ Date _____

Dean of Graduate School _____ Date _____

Department Endorsement for Candidacy:

Advisor's Approval _____ Date _____



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Other Comments _____