



The Graduate School  
 Academic Services Building, Room 223  
 The University of Texas at El Paso  
 500 W. University Avenue El Paso, Texas 79968  
 (915) 747-5491 Fax (915) 747-5788  
<http://www.utep.edu/graduate>

# Application for Graduate Degree

Submit to the Graduate School for Processing

**Applicant Information** Please Type or Print clearly

UTEP Student ID \_\_\_\_\_ Student E-mail Address \_\_\_\_\_

Name must match official University records on Goldmine. Your official name will be printed in the program, in the Prospector, and on the reader card.  
**IMPORTANT:** If you have the "Confidential" indicator on your records, your name will NOT be published in the official UTEP commencement program nor released to the Prospector. Your college may not include your name in any pre-commencement materials nor include your picture and/or name in any department/college websites. If you want your picture and/or name included in ALL of these, please go the Registration and Records Office to release the "confidential" indicator from your records.

Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Country \_\_\_\_\_ Phone Number \_\_\_\_\_

Your diploma will be mailed to your Mailing Address on file with the Registrar's Office. If required, update your address through Goldmine or at the Registrar's Office, ASB, Room 123. International Students please note that an additional fee must be paid for mailing a diploma outside the U.S.A.

**Diploma Information** Reenter your official name below only if accents or special characters are required. The Diploma Name matches the Official Goldmine Name.

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

**Graduation Information** Expected term of Graduation \_\_\_\_\_ Select Ceremony in which you will participate

Fall/December Conferral \_\_\_\_\_ Spring/May Conferral \_\_\_\_\_ Summer/July Conferral \_\_\_\_\_  Spring Commencement  Fall Commencement

**Degree Information** Attach a copy of your Degree Plan

Degree \_\_\_\_\_ Major: \_\_\_\_\_ Concentration (if applicable) \_\_\_\_\_

Non-Thesis  Thesis  Dissertation  Other

Title of Thesis/Dissertation \_\_\_\_\_

Scheduled Defense Date \_\_\_\_\_

Committee	Printed Name	Signature	Date
Chair	_____	_____	_____
Co-Chair	_____	_____	_____
Member	_____	_____	_____
Member	_____	_____	_____
Member	_____	_____	_____
Member	_____	_____	_____

Approvals: This student is a candidate for the degree and date indicated. All degree and major information on this application is correct  
**NOTE:** Effective Fall 2010, a new application must be submitted if the **student** is unable to graduate as indicated above & graduation fees will be reassessed.

\_\_\_\_\_  
**Student Signature & Date**

\_\_\_\_\_  
**Graduate Advisor Signature & Date**

\_\_\_\_\_  
**College Dean Signature & Date**

\_\_\_\_\_  
**Graduate School Signature & Date**

On time application fee is \$30.00. Late fee is \$45.00. The Graduate School will post the Diploma Fee to your Goldmine account. You may then pay this fee online or at the Cashier's Office. Please allow one full business day for your fee to be posted.