

Northeastern State University  
**APPLICATION FOR MASTER'S DEGREE**

Additional information about graduation will be posted to the web site 30 days before graduation.

***YOU MUST HAVE YOUR FINAL DEGREE AUDIT COMPLETED  
PRIOR TO SUBMITTING THIS FORM.***

[www.nsuok.edu](http://www.nsuok.edu)

**This application must be submitted and the fee be paid even if you do not attend the ceremony.**

**Form must be returned by:** *May 1 for Fall Semester; Oct 1 for Spring Semester March 1 for Summer Semester*

Which semester/year are you applying for: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_  
Year Year Year

Social Security Number: \_\_\_\_\_

Name: \_\_\_\_\_  
(Print your name exactly as you wish it to appear on your diploma. If you have had a name change please contact the business office)

Do you wish to pick up your diploma? YES NO Campus location for pickup (Circle One) Tahlequah Broken Arrow Muskogee

Permanent Address where diploma is to be mailed:

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|        |      |       |     |
|--------|------|-------|-----|
| Street | City | State | Zip |
|--------|------|-------|-----|

E-Mail Address: \_\_\_\_\_

Which Degree are you applying for? Master of Arts in \_\_\_\_\_  
Master of Education in \_\_\_\_\_  
Master of Science in \_\_\_\_\_  
Master of Business Administration

***Tahlequah Campus Ceremonies:***

Graduation ceremonies are held during the FALL and SPRING of each year and are open to all NSU students.

***Broken Arrow Campus Ceremonies:***

Graduation ceremony is held only in the SPRING for this campus. This ceremony is for students who fully or primarily attend classes at Broken Arrow.

**Students who expect to complete requirements at the end of the Summer Session may participate in the Spring exercise at either campus as indicated above.**

Please circle the campus you plan to participate in the commencement ceremony: Neither Tahlequah Broken Arrow

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Return this form along with your \$15 application fee to:**

**NSU-Graduate College  
601 N Grand Av  
Tahlequah OK 74464-2399**

|  |
|--|
| <b>OFFICE USE ONLY: Receipt #</b> _____ <b>Date:</b> _____<br>Code to: 011797-30000000 |
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*Information for Prospective Graduate—Detach and retain for your records.*

A Final Degree Audit is required of all students graduating from NSU.

Graduation information will be available on the NSU website [www.nsuok.edu](http://www.nsuok.edu) one month prior to the ceremony. Information regarding graduation will not be mailed.

The University Bookstore will accept orders for personalized graduation announcements. Caps/gowns etc. will be available for purchase in the Bookstore two weeks prior to graduation. For more information call (918) 456-5511 ext. 2510 or (918) 449-6150. Students will be hooded after they enter the stage. Carry your hood over your right arm as you enter the stage.

Transcripts with the degree posted are usually available two weeks after the close of the semester. Diplomas are mailed approximately 10-12 weeks after graduation Call (918) 456-5511 ext. 2209 if you do not receive yours.

Revised: 3/2007 Graduate College

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