



Student Academic and Financial Services

Student Response Center

232 Capen Hall, University at Buffalo, Buffalo, NY 14260
Phone: 716-645-2450; Fax: 716-645-6566

Application for Degree

This form officially establishes you as a Degree Candidate and initiates a review of your credentials. It must be completed, signed and turned in by the filing deadline listed below. It is to be used by:

- All undergraduate students in every degree program
- All graduate students in the Schools of Education, Information & Library Studies, Management, and Social Work

1. Print name (as it appears on your UB records):

*First Name	*Middle Name	
*Last Name		

* If this is different from what is on your UB records, you will need to submit a **Student Name Change Form** <http://studentresponse.buffalo.edu/record/name.shtml>, or contact the Student Response Center.

2. Person Number	3. Email	
-------------------------	-----------------	--

4. Requested Degree Conferral Date and Filing Deadline:

September 1, 20__	February 1, 20__	June 1, 20__
Filing deadline: July 1	Filing deadline: October 1	Filing deadline: February 1

5. Your Academic Program:

Major	Degree <i>i.e. B.A.</i>	
Second Major	Minor	

If you expect to receive 2 degrees on the same conferral date, please enter the **second degree** information here:

Major	Second Degree
--------------	----------------------

6. Mailing Address Information: Your diploma will be mailed to you approximately six weeks after your conferral date. Make sure that your address is up-to-date; check: <http://studentresponse.buffalo.edu/record/address.shtml>; or contact the Student Response Center.

7. Signature of Student: _____ **Date:** _____

8. To process completed form:

- Fax: 716 – 645 – 7762,
- OR
- Mail: Student Response Center, 232 Capen Hall, University at Buffalo, Buffalo, NY 14260,
- OR
- Drop off in-person: Student Res ponse Center, Capen 232