

SECTION C – To be completed by the degree candidate

TO THE BEST OF MY KNOWLEDGE, THE INFORMATION GIVEN ON THIS FORM IS CORRECT AND COMPLETE.

Signature of Candidate: _____ Date: _____

After signing this form, give it to your Graduate Program Director for verification.

SECTION D - To be completed by Graduate Program Director

THE INFORMATION FURNISHED BY THE ABOVE NAMED CANDIDATE IN THE _____ PROGRAM HAS BEEN VERIFIED FROM DEPARTMENTAL RECORDS AND THE CANDIDATE HAS COMPLETED ALL PROGRAM REQUIREMENTS.

Signature: _____ Date: _____

Name typed: _____

After signing this form, give to your Department Head/Chair for recommendation of degree.

SECTION E - To be completed by Department Head/Chair

I RECOMMEND THAT THE ABOVE CANDIDATE BE AWARDED THE _____

DEGREE AT THE _____ 20____ DEGREE GRANTING PERIOD.

Signature: _____ Date _____

Name typed: _____

After signing this form, forward to Office of Degree Requirements, 534A Goodell Building, by posted deadline.

INSTRUCTIONS

Type or print legibly all entries on this form. Mark items “N/A” that do not apply. SECTIONS A, B and C are to be completed by the candidate. For SECTION B, it is recommended that you obtain an official transcript from the Graduate Records Office for reference. LIST ONLY THOSE COURSES THAT YOU WISH TO APPLY TOWARD YOUR MASTER'S DEGREE. You may list current courses; simply leave the grade column blank. SECTIONS D and E are to be completed by the department.

You are responsible for submitting this form, your electronic or paper thesis and signature pages (as outlined below) to the Office of Degree Requirements by the posted deadline.

If you are submitting a thesis, there are now two methods of submission. We recommend electronic submission through the ScholarWorks@UMass Amherst submission site at <http://scholarworks.umass.edu/theses>. If that is not possible, please use the traditional paper submission process.

Electronic Submission

- Master's Degree Eligibility Form
- Electronic file(s) delivered to the ScholarWorks website
- Two signature pages with original signatures on acid-free paper (white, 8 ½" x 11")

Paper Submission

- Master's Degree Eligibility Form
- Two copies of thesis on acid-free paper (white, 8 ½" x 11"), including two original signature pages

If you have any questions regarding the completion of this form, call or visit the Office of Degree Requirements, Graduate School, 534A Goodell Building, during normal business hours, Monday - Friday, 8:30 a.m. – 5:00 p.m., tel. 413-545-0025.