Office of the Dean
Buchtel College of Arts and Sciences
CAS 118
Akron, OH 44325-1901

Phone: (330) 972-7880
FAX: (330) 972-7222

NOLIJ	☐
FILE	☐

ADD CERTIFICATE OFFERED BY BUCHTEL COLLEGE OF ARTS AND SCIENCES

DIRECTIONS: To enter a certificate offered in the College of Arts and Sciences to a student's record, please provide the following information. Submit the completed form to the Office of the Dean for updating a student's record. Additional programs need to be added to a student's record before s/he applies for graduation.

Student's Name: _____
Last First M.

ID Number: _____ Email: _____

Phone No.: _____

1st Major _____

College of 1st Major _____

CAS Certificate Program to be **ADDED**: _____

CAS Certificate Program to be **DELETED**: _____

****Anticipated date of graduation** _____

_____
Student Signature Date

_____
Certificate Program Director Signature Date

_____
Advisor Signature Date

Requirement Term: _____

****DEAN'S OFFICE USE ONLY**
Added to (please check):

- PeopleSoft: Program Plan _____ **(must add new career to PS)**
- Certificate Program Director Notified _____

updated by: _____

Revised 8/12