

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 the 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 it to the Department Head/Chair for recommendation of degree.

SECTION E - To be completed by the 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 it to Graduate Student Service Center, 534 Goodell Building, by the posted [deadline](#).

INSTRUCTIONS

Type or print legibly all entries on this form.

Sections A, B and C are to be completed by the candidate; sections D and E are to be completed by the department.

For Section B, it is recommended that you review a copy of your transcript in SPIRE for reference:

LIST ONLY THOSE COURSES THAT YOU WISH TO APPLY TOWARD YOUR MASTER'S DEGREE;

List courses chronologically as they appear on the transcript;

You may list current courses, simply leave the grade column blank.

The master's thesis is required to be electronically submitted through the University of Massachusetts Amherst ScholarWorks website:

[ScholarWorks for M.A., M.S., and M.F.A. \(Art and Theater\)](#) or

[ScholarWorks for M.F.A. \(English only\)](#)

You are responsible for submitting this form, your thesis and signature pages (as outlined below) to the Graduate Student Service Center by the posted [deadline](#).

Submission Requirements

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