DECLARE A CERTIFICATE

NORTH CAROLINA STATE UNIVERSITY
Department of Registration and Records
1000 Harris Hall

_____ _____
Last Name **First** **Middle** **Student Identification Number**

_____ _____
Student Signature **Date** **Email Address** **Phone Number**

INSTRUCTIONS TO STUDENTS:

Contact the Coordinator of your desired certificate for specific instructions on the application process for declaring a certificate and guidance on filling out the rest of this form.

For a list of Graduate Certificates, please see: http://www.ncsu.edu/nds/certificates/grad/index.html
For a list of Undergraduate Certificates, please see: http://www.ncsu.edu/nds/certificates/undergrad/index.html

Submit the signed form to Registration and Records for processing.

TO ADD A CERTIFICATE:

Add: _____ _____
Certificate Title Certificate Code

Advisor Employee ID and Name:_____

This change is effective for: Fall Semester ____ Spring Semester ____ Sum I ____ Sum II____
Year Year Year Year

_____
Certificate Coordinator Name Signature Date

TO DROP A CERTIFICATE:

Remove: _____ _____
Certificate Title Certificate Code

Advisor Employee ID and Name:_____

This change is effective for: Fall Semester ____ Spring Semester ____ Sum I ____ Sum II____
Year Year Year Year

_____
Certificate Coordinator Name Signature Date

Received by R&R:_____ **Processed by R&R Staff** _____

Revised 9/10