

# Sam Houston State University

A Member of The Texas State University System

**Office of the Registrar**  
Huntsville, Texas 77341-2029

Office: (936) 294-1035  
FAX: (936) 294-4964

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Diploma Fee -- \$25.00 (Additional \$25 Late Fee Assessed If Filed After Application Deadline)  
*NOTE: Receipt available upon request*

## APPLICATION FOR DEGREE

*NOTE \*\*\* A copy of your Official Degree/Study Plan must be on file in the Registrar's Office before your Application for Degree can be accepted.*

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First Middle Last  
(THE NAME ON YOUR DIPLOMA AND AT COMMENCEMENT WILL APPEAR EXACTLY AS YOU HAVE PRINTED IT ABOVE. Nicknames will NOT be permitted.)

Student ID Number \_\_\_\_\_

Degree Expected: (Circle the one desired)

**B.A., B.S., B.B.A., B.M., B.F.A., B.A.A.S.,**

**M.A., M.Ed., M.B.A., M.F.A., M.L.S., M.M., M.S., Ph.D., Ed.D.**

Minor \_\_\_\_\_

Major \_\_\_\_\_

Graduation Date \_\_\_\_\_ Date Applied \_\_\_\_\_  
You must apply prior to commencement.

Home Address

\_\_\_\_\_  
(Street or P.O. Box)

\_\_\_\_\_  
(Town)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(Zip)

\_\_\_\_\_  
Home Phone

and

\_\_\_\_\_  
Cell Phone

[Tuition Rebate](#) for  
Baccalaureate  
Candidates,  
see if you qualify.

Email address \_\_\_\_\_  
—

**\*\*We accept check, cash, money orders, Visa, Mastercard only.**

Methods of Payment: Cash, Check, or Money Order only (Checks and Money Orders should be made out to Sam Houston State University). Payment must be included with the degree application.

If you wish to pay by credit card (Mastercard and Visa only), you must do so online at:  
<https://ww2.shsu.edu/reg34wp/>

Circle:            VISA   /   MASTERCARD

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dear Degree Applicant:

The 75<sup>th</sup> Texas Legislature created several new performance measures for institutions of higher education. One of the performance measures Sam Houston State University must submit to the Legislative Budget Board is the percentage of graduating baccalaureate students whose parents did not attend college. Parents are defined only as birth parents, adoptive parents, or legal guardians.

Please respond to the question below and return the bottom portion of this letter to the Office of the Registrar, Box 2029, Huntsville, TX 77341.

Your assistance will be greatly appreciated.

Sincerely,

Teresa Ringo  
University Registrar

\_\_\_\_\_  
Return to:  
Office of the Registrar  
Box 2029  
Huntsville TX 77341-2029

Did either of your parents (or legal guardians) attend college?        YES    NO

Your Name: \_\_\_\_\_

Your Social Security Number:

\_\_\_\_\_

Your Date of Graduation:

\_\_\_\_\_

Thank You!

**\*\*\*\*\*Note: This does not change your graduation date. You must notify our office at (936)294-1033, if you wish to change your date of graduation.**

This application is good only for current and future graduations. You may NOT apply for past graduations.