Westfield State College

DIPLOMA ORDER FORM

Print your name exactly as you wish it to appear on your diploma.
Return to the Office of the Registrar, Student Administrative Service
333 Western Avenue

NAME: _____
First **Middle** **Last**

Mailing Address: _____
Street Address (please include P.O. Box or Apartment number if applicable)

_____
City **State** **Zip Code**

Telephone: _____ **CWID/S.S.# :** _____

I am enrolled in all required courses to complete my degree in: January / May / August 20_____
(circle month, enter year)

Additional courses to be transferred from Institution: _____

Courses taken during the fall / spring / summer of 20_____ (circle semester and enter year)

Teacher Prep Programs Only: I hope to return for Practicum in the Fall (please circle one) Yes or No

Please use the list of degrees and majors below to complete this area. Place a 1 next to your primary major and 2 next your secondary major (if applicable).

BACHELOR OF ARTS (BA)
___ Art
___ Communication
___ Economics
___ English
___ History
___ Liberal Studies
___ Mathematics
___ Music
___ Political Science
___ Psychology
___ Sociology
___ Theatre Arts

BACHELOR OF SCIENCE (BS)
___ Biology
___ Business Management
___ Computer Science
___ Computer Information Systems
___ Criminal Justice
___ Environmental Science
___ General Science
___ Liberal Studies *****
___ Movement Science
___ Regional Planning

BACHELOR OF SCIENCE IN EDUCATION (BSE)
___ Elementary Education
(includes Early Childhood Education)
___ Special Education

BACHELOR OF SOCIAL WORK (BSW)
___ Social Work

*** Note**: The Bachelor of Science in Liberal Studies is granted when two or three of the areas of concentration are chosen from the departments of Business Management, Computer Science, and/or Criminal Justice

Minor area of study: Minors are awarded only upon certification of completion by the chair of the academic department. Students are responsible for submitting the *CERTIFICATION FORM FOR COMPLETION OF MINOR*, available from the Office of the Registrar in Student Administrative Services. Minors appear only on the transcript, *not* on a student's diploma.

Graduation Honors are a form of recognition for a student's entire undergraduate career, therefore, all Westfield and transfer grades are used to determine the QPA for honors designation. Students must complete a minimum of 60 credit hours at Westfield State College to be eligible and have the following overall QPA:

Cum Laude: 3.30 to 3.59 Magna Cum Laude: 3.60 to 3.79 Summa Cum Laude: 3.80 or better

Signature:_____ **Date:** _____

Office Use Only

Date Received: _____ Date Processed: _____ Date Mailed/ Picked Up:_____