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[Graduate.records@umb.edu](mailto:Graduate.records@umb.edu)

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## En Route Certificate/Degree Completion Form

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This form should be completed by Graduate Students in the following situations:

- A student completing a graduate certificate prior to completing a Master’s degree (does not apply to students in Post-Master’s or CAGS programs)
- A Doctoral or Education Specialist candidate completing a Master’s “along the way.”
- A College of Management student completing one MS and continuing into another

This form serves as an indicator that you are completing a program which is already declared on your record, and will not be accepted in lieu of *Add a Certificate* or *Additional Program* forms. If the program you are completing is not listed in WISER, please submit the appropriate form with this one.

Please submit this form to the Graduation Team at [graduate.records@umb.edu](mailto:graduate.records@umb.edu) by the published filing deadline for the semester in which the certificate or degree is being completed. Once the Graduation Team has updated your record, we will notify you via email. Only the requirements for the applied program will be reviewed for degree conferral.

**Student Name:** \_\_\_\_\_ **ID Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Current program:**  MA/MS  PhD/EdD/DNP  EdS **Major:** \_\_\_\_\_

**Degree being completed:**  Certificate  Master **Major:** \_\_\_\_\_

**Anticipated en route program completion date:**

May \_\_\_\_\_  
year

August \_\_\_\_\_  
year

December \_\_\_\_\_  
year

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Degree Application Clearance BSR