

**Capital College Office of Graduate Studies**  
**Graduation Verification Form - Capital College graduate programs**

In the semester the program is completed or the student intends to graduate, the Program Coordinator or Director verifies the accuracy of the entries on this Graduation Verification Form and submits it to the PSH Office of Graduate Studies (Olmsted C-114). Photocopies of Graduation Approval Checksheets submitted to the Graduate School should be turned in along with this verification form.

Program deadlines set for completion of all graduation requirements (**including comprehensive examinations, capstone courses, Master's paper presentation, revisions, signatures and final submission**) in the semester the student intends to graduate, should be no later than the due date set for Graduate School's Graduation Approval Checksheets. Due dates for checksheets are announced by the Graduate School at the beginning of each semester.

**Graduate program:** \_\_\_\_\_ **Degree:** \_\_\_\_\_

(Complete a separate checksheet for each option of the degree program)

**Check one of following requirements that apply to this degree program (or option) –**

- Master's paper**
- Master's comprehensive**
- Capstone courses or project (or non-paper option)**
- Master's Thesis**
- Doctoral Dissertation**

**A candidate has successfully completed the master's paper, master's thesis or doctoral dissertation when all required presentations, examinations or defense are done, all signatures obtained for the final document, and the paper, thesis or dissertation is officially submitted.**

**A candidate has successfully completed the master's comprehensive examination when the written and oral portions of the comprehensive exam have been successfully defended with passing grades, and signatures obtained from all committee members.**

Candidate's Name	PSU ID#	Committee Chair or Research Advisor	Course requirement for degree is satisfied or will be satisfied this semester of graduation (Yes / No)	Date of successful completion of final program requirement listed on page 1
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I have verified the accuracy of the entries on this Graduation Verification Form:

**Program Coordinator:** \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Signature

**School Director:** \_\_\_\_\_ Date: \_\_\_\_\_  
Signature