

Office of the Registrar

2500 North River Road | Manchester, NH 03106-1045 | Phone: 603.668.2211 | Fax: 603.629.4647

Petition for an Undergraduate Certificate Form

Correspondence from the Office of the Registrar to the student about remaining requirements will be sent to the student by mail or to the student's Southern New Hampshire University email.

Student Name as it should Appear on the Certificate: \_\_\_\_\_
First Middle Last

Student ID or SS#: \_\_\_\_\_ Student's SNHU Email: \_\_\_\_\_

Personal email address: \_\_\_\_\_

Cell phone #: \_\_\_\_\_

Center of Record: \_\_\_\_\_ Certificate: \_\_\_\_\_

Specific Courses in Progress or Remaining:

\_\_\_\_\_

Conferral date:
[ ] Petition by November 1 for May conferral (CE students have until January 1 to petition)
[ ] Petition by May 1 for September 15, conferral
[ ] Petition by September 1 for January 15, conferral

Mail Certificate to:
Street Address
Additional Street Address
City State Zip
Country

Students must satisfy all obligations to Southern New Hampshire University including financial responsibilities, library loans and athletic equipment returned prior to receiving a certificate or transcript; this includes employer and third party billings.
Student Signature Date