

THE UNIVERSITY OF WEST FLORIDA
Marketing and Economics Department

APPLICATION FOR COMPLETION OF CERTIFICATE

A student must **declare** the Certificate through the Marketing & Economics Office prior to submission of the Application for Completion of the Certificate.

INSTRUCTIONS:

1. The Application for Completion of the Certificate must be submitted no later than the last day of the drop/add period of the semester prior to the semester in which the student plans to complete course work for the certificate.
2. The application should be submitted to the Marketing & Economics Department.
3. Check to see if the certificate is posted before ordering transcripts.

Student Number: _____

Expected Semester of Completion (circle one): Fall Spring Summer Year: _____

Name: _____
Last First Middle

TRANSCRIPT MAILING ADDRESS: DO NOT LEAVE BLANK.
Contact the Marketing & Economics Office if your address changes after you have submitted this application.

Street/Box No.

City State Zip Code Country

Students Signature _____ **Date:** _____

COB CERTIFICATE TO BE AWARDED: Indicate only one certificate per application.

Certificate: _____

Academic Advisor Signature _____ **Date:** _____