

Are you thinking about graduation?

If you plan to graduate in 2010 – May, August or December, then be certain that you have:

- ✓ Filed a complete program development form with the department. NOTE: This should be done WHEN you are first admitted to the program. This is a department document and is available on the MPA program website: < <http://ppa.boisestate.edu/forms/>>.
- ✓ Received formal approval for any course work outside the Department of Public Policy and Administration that you plan to use in completing your MPA. The petition to use individual courses from outside the Department of Public Policy and Administration is available within the ‘forms’ tab of the MPA program website: <<http://ppa.boisestate.edu/forms/>>.
- ✓ Completed the *Application for Candidacy* form that is available within the ‘forms’ tab of the MPA program website: <http://ppa.boisestate.edu/forms/>. The candidacy form must have your advisor’s signature as well as Dr. Fredericksen’s signature. Please allow three business days prior to the deadline for your advisor and Dr. Fredericksen to review/approve this form.

For May 2010 graduation, the Application for Candidacy form is due by Monday, 10/5/09 in the Graduate College.

For August 2010 graduation, the Application for Candidacy form is due by Monday, 3/1/10 in the Graduate College.

For December 2010 graduation, the Application for Candidacy form is due by Thursday, 7/1/10 in the Graduate College.

- ✓ Applied for the Completion of Graduate Degree (separate from the candidacy form) by logging onto your BroncoWeb account and completing the online Application for Graduation. You must do this by 1/25/10 for May 2010 graduation, 6/10/10 for August 2010 graduation and in late August 2010 (the date hasn’t been posted yet) for December 2010 graduation.

NOTE: You should also be planning to enroll in PubAdm 600 in the Spring 2010 term if you anticipate graduating in May or August 2010. If you anticipate a December 2010 graduation, then enroll in PubAdm 600 during the Fall 2010 semester. PubAdm 600 is the capstone class taken during the final semester of the MPA.

Please contact Dr. Fredericksen with any questions: 426-1078 or in PAAW #127B
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