



CSU, Sacramento

BACHELOR'S DEGREE APPLICATION

MUSIC MAJOR

File within 2 semesters of graduation.

- STEP I** Fill in the top of the Degree Application. Write your name as it is to appear on your diploma. Identify completed Music courses:
 Circle or write in appropriate CSUS and approved transfer courses indicating the grade and college attended, if not CSUS. **Leave grade column blank for courses in progress or planned.**
 See sample on reverse.
- STEP II** Any waiver or substitution of the courses listed on this degree application **MUST BE APPROVED AND NOTED** by your advisor and the Music Chairperson.

If your advisor approves a substitution after you have already turned in your degree application, it is your responsibility to have your advisor or the Music Chairperson submit a change in writing to the Degree Evaluations Office.
- STEP III** All degree applications must be reviewed and signed by your Music Advisor and the Music Chairperson. Sign your name in the lower portion. Your diploma will be mailed to the permanent mailing address on file with the Admissions and Records Office. Address changes must be reported to the Registrar's office by completing a Data Change Form at the Admissions and Records Service Counter in Lassen Hall.
- STEP IV** Take your completed Music Degree Application and pay the graduation/diploma fee (\$32.50) at the Student Financial Services Counter (Cashier's Office) located in Lassen Hall 1001. You may pay the fee by cash, check or charge (make checks payable to CSUS, include your social security number on your check).
- STEP V** Return completed Bachelor's Degree Application forms to the Admissions and Records Service Counter in Lassen Hall by the appropriate deadline below. Make a copy of your completed Music Degree Application before you hand it over to Admissions and Records!
- STEP VI** Don't forget STEP V; if you forget to turn in your Music Degree Application, your graduation date will be held up.

NOTE: If you are declaring a minor or second major, you must complete and attach a separate degree application.

A copy of your Degree Evaluation will be mailed to you and to the Music Student Services Office after it has been completed. If you have questions concerning your completed Degree Evaluation, please call (916) 278-3901 to speak with a Degree Evaluator or to schedule an appointment.

You will be given a on-time-only priority registration through CASPER for your last semester if you submit your degree application within the timelines listed below:

Degree Filing Timelines:

SEMESTER OF GRADUATION	DEGREE APPLICATION FILING PERIOD	DEGREE DATE CHANGE DEADLINE
Spring 2003	March 4, 2002 to May 1, 2002	April 4, 2003
Summer 2003	March 4, 2002 to May 1, 2002	April 4, 2003
Fall 2003	October 7, 2002 to February 21, 2003	October 3, 2003

Graduation/Diploma Fee: \$32.50