

Hunter College of the City University of New York – Office of the Registrar

DEGREE AUDIT APPLICATION FORM (DAAF)

Post-Masters Advance Certificate – Nursing Education (13 Credits)

Last _____ **First** _____ **Middle** _____
Name on Diploma will be printed as it appears on academic transcript.

ID No - - Telephone Home () _____ Work () _____

Last semester of attendance (FILL IN YEAR) Summer _____ Fall _____ Spring _____

- PLEASE PRINT LEGIBLY IN **BLUE OR BLACK INK ONLY**
- INCOMPLETE **DAAFS** WILL BE RETURNED TO THE STUDENT
- **THE BOARD OF HIGHER EDUCATION STIPULATES THAT YOU MUST BE REGISTERED FOR THE SEMESTER IN WHICH YOU GRADUATE.** IF YOU ARE NOT REGISTERED FOR ANY COURSES YOU MUST REGISTER FOR **MAINTENANCE OF MATRICULATION (MAM)** AT THE OASIS. THERE ARE ABSOLUTELY **NO WAIVERS** OF THIS REQUIREMENT. CONSULT THE OFFICE OF THE BURSAR FOR TUITION AND FEE INFORMATION.
- IF YOU HAVE ANY GRADES ON APPEAL, YOU MUST NOTIFY THE **DEGREE AUDIT UNIT** BEFORE THE DATE OF GRADUATION.
- **NO CHANGES TO YOUR RECORD WILL BE MADE AFTER GRADUATION HAS BEEN POSTED.**
- IF YOUR GRADUATION IS CANCELLED, YOU MUST REAPPLY AND SUBMIT A **NEW DAAF**, SIGNED BY YOUR MAJOR ADVISOR(S) IN THE BEGINNING OF THE SEMESTER IN WHICH YOU WILL HAVE MET DEGREE REQUIREMENTS. SEE ACADEMIC CALENDAR FOR DEADLINES.

List All Courses Not Being Used Toward Degree

Course Prefix & Number	Course Title	Credits	Semester (Circle one)	Year Taken
			Fall Spring Summer	
			Fall Spring Summer	
			Fall Spring Summer	

Courses used to meet Admissions Condition(s)

Course Prefix & Number	Course Title	Credits	Semester (Circle one)	Year Taken
			Fall Spring Summer	
			Fall Spring Summer	
			Fall Spring Summer	

I certify that the student mentioned herein, upon successful completion of the courses listed on the reverse, will have satisfied the departmental requirements and is recommended for the Advance Certification for Nursing Education.

Chair/Advisor Signature	Date
Chair/Advisor Name (Please Print)	
E-mail address	

Department Stamp

THIS AUDIT IS NOT OFFICIAL UNTIL APPROVED BY THE OFFICE OF THE REGISTRAR DEGREE AUDIT UNIT

Student Signature _____ **Date** _____

Please Turn Over And Complete Specialization Section

Course Prefix & Number	Course Title	Credits	Semester (Circle One)	Year Taken
NURS 730	INST DSGN NURS EDUC	3	Fall Spring Summer	
NURS 752	ADV CONCEPTS NURS EDUC	3	Fall Spring Summer	
NURS 701	ASSESSMENT MEASUREMENT	3	Fall Spring Summer	
NURS 731	PRACT IN NURSING EDUC	4	Fall Spring Summer	

*******A SEPARATE MEMORANDUM FOR ANY LANGUAGE EXAMS, COMPREHENSIVE EXAMS, PROOF OF THESIS COMPLETION, WAIVERS, EXEMPTIONS AND/OR SUBSTITUTIONS OF REQUIRED COURSES MUST BE SUBMITTED TO THE RECORDS DIVISION, IN ROOM 217 NORTH.*******

******* For Office Use Only *******

Credits required	13	Admissions Condition		GPA index (must be 3.0 or above)	
Credits in progress		Non-Matric Credits (under B)		Incomplete letter sent (Initial & Date)	
Thesis/Project	N/A	Condition Credits		Eligible to graduate if current term completed (Initials & Date)	
Comprehensive Exam	N/A	Out of Date Credits		Degree Posted (Initials & Date)	
Language Exam	N/A	Undergraduate Credits		Graduation Term	
Professional Teaching Portfolio	N/A	Other Credits		Graduation Date	