

## MS Master's Degree Warrant Request Form

Degree warrant forms must be requested a minimum of 3 weeks before the defense/exam.

Return to Graduate Student Coordinator (electronically preferred).

STUDENT NAME: \_\_\_\_\_ CAMPUS ID#: \_\_\_\_\_

ADVISOR NAME: \_\_\_\_\_ STUDENT EMAIL: \_\_\_\_\_

EXPECTED COMPLETION TERM: \_\_\_\_\_ CUMMULATIVE GPA: \_\_\_\_\_

PROGRAM NAME: \_\_\_\_\_

Will you continue to PhD in the same program? YES NO

Independent Study Option OR Thesis Option

Thesis submission: Submitting an e-copy to Minds@UW through the Graduate School is required **unless advisor/committee request an exception (send copy and form to Graduate Advisor)**. For submission to the Graduate School please review [Completing Your Master's Degree](#)

Check this box if your faculty advisor DOES NOT want your thesis deposited in Minds@UW with the Graduate School. No Minds@UW:

Please review the MS committee composition in your program's student handbook.

You can now choose to have your [preferred name](#) on the warrant/diploma. Would you like the Graduate School to use your preferred name instead of your legal name: Yes No

NAME		E-mail Address	TITLE (e.g.,: Professor, Assoc. Professor)	UW department or other institution
Advisor:				
Co-Advisor? Yes				

Proposed thesis title:

Please review: [Completing Your Master's Degree](#)

For a warrant to be issued, the following requirements must have been met when the warrant is requested: If these requirements have not been met, the request will be returned with no action taken.

1. Graduate Registration for a minimum of two graduate level credits (300 level or above for a grade, no audits or pass/fail) or degree completion fee must be approved and paid
2. Students have met the credit requirements for the appropriate degree and have a graduate GPA of at least 3.00.
3. All incomplete and unreported grades or P (progress) grades in anything other than research/thesis (790) must have been cleared. Independent study (999) must be given a grade (not P-progress) each semester.
4. Students receiving a second (or third) master's degree from UW- Madison and students receiving two degrees during the same semester, must submit an official (signed by the appropriate adviser for department chair) lists of courses used for each degree. See double degree in Academic Policies and Procedures <https://grad.wisc.edu/acadpolicy/>
5. Minimum Graduate Coursework (50%) Requirement: At least 50% of credits applied toward the graduate degree credit requirement must be completed in graduate-level coursework; courses with the Graduate Level Coursework attribute are identified and searchable in the university's [GUIDE](#)