

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_ WIN: \_\_\_\_\_




Major(s)/Degree: \_\_\_\_\_

Minor(s): \_\_\_\_\_

Advisors Name: \_\_\_\_\_

***Policies for Completion of Leadership Studies Certificate***

1. Students need to formally declare the Leadership Studies certificate by completing this form.
2. **Complete required courses** in order as outlined with a C average or better.  

LE100/HN202      LE200/HN201      LE300      LE400
3. LE300 and LE400 can be taken as LE398 (3 credit hour) independent study course with approval from Director of the Leadership Institute
4. The Leadership Studies Certificate will not appear on the student’s degree plan until completion of the certificate.
5. The Leadership Institute will track all Leadership Studies Certificate students declarations, enrollments in courses, and completion of Certificate.
6. Upon graduation, a note will be sent to Registrar by the Director of the Leadership Institute to have the Leadership Studies Certificate added to student’s transcript.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Approval Date