



GRADUATE PROGRAMS

701 GINGER HALL
MOREHEAD, KY 40351
TELEPHONE: 606-783-2039
1-800-585-6281
FAX:606-783-5061

Dear Graduate Student:

In order to file for graduation, please complete the program completion card located on our website at <http://www.moreheadstate.edu/units/Graduate/graduateprogramcompcrd.pdf> and mail or fax it back to:

**MSU Graduate Office
701 Ginger Hall
Morehead, KY 40351
606-783-5061 (fax)**

The MSU Board of Regents has assessed a \$10.00 graduate fee for those who are completing degree programs. This fee must be paid prior to graduation whether you attend commencement exercises or not. You may pay the fee in one of the following ways:

1. In person at the cashier's window located on the second floor of the Howell-McDowell building.
2. At any of the MSU extended campus centers.
3. Mail the fee to the Office of Accounting and Budgetary Control, 202 Howell-McDowell, Morehead, KY 40351. If you pay by mail, please indicate that your payment is for the graduation fee.
4. You may call the Accounting and Budgetary Control office and charge the fee to your credit card. The phone number is 606-783-2019.

Sincerely,

A handwritten signature in cursive script that reads 'Deborah Abell'.

Deborah Abell,
Associate Vice President for Graduate & Undergraduate Programs