



# DEPARTMENT OF ENGLISH

## Attestation of Completion of Certificate Requirements

Complete this form in its entirety and attach a copy of your unofficial transcripts. Submit the completed form to the English Department Office via email to engl-asc@csus.edu to get the required signatures. Incomplete forms will be returned.

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

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

NAME OF CERTIFICATE PROGRAM: \_\_\_\_\_

### LIST OF COURSES TAKEN

Only courses eligible for the Certificate should be listed, and you must have already received a grade.

SEM/YR

GRADE

|       |       |       |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

### COURSES APPROVED FOR SUBSTITUTION

You must attach a signed approval from the Program Coordinator for the substitution.

SEM/YR

GRADE

|       |       |       |
|-------|-------|-------|
| _____ | _____ | _____ |
|-------|-------|-------|

### Department Use Only

I have evaluated the student's coursework and attest that all requirements have been satisfied.

Program Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

Chair Signature \_\_\_\_\_ Date \_\_\_\_\_

Dean Signature \_\_\_\_\_ Date \_\_\_\_\_

### CONTACT INFORMATION

#### Undergraduate Certificate Programs

Certificate A—TESOL  
 Certificate—Professional Writing  
 Certificate-Writing for Film, Stage,  
 & TV

#### Contact

Prof. Mi-Suk Seo  
 Prof. Angela Laflen  
 Prof. Brett Williams

#### Graduate Certificate Programs

Certificate B—TESOL  
 Teaching Composition Certificate

#### Contact

Prof. Mi-Suk Seo  
 Prof. Hogan Hayes