Degree Information Form

This form is used to add or modify degree information used for reporting in HR system.
- First time completing the form, please include all degree information.
- If filling this form out to modify existing records or add additional degree information please indicate with the check box below and include information pertaining to changes only.

**GENERAL INFORMATION**

PLEASE PRINT OR TYPE

Name: _________________________
(Last) (First) (MI)

USNH ID # ________________________________

Campus Department: ____________________________

Campus Phone #/ Extension ______________________

<table>
<thead>
<tr>
<th>Degree(s) Awarded</th>
<th>Date Awarded (mm/dd/yyyy)</th>
<th>Major</th>
<th>Institution &amp; Location</th>
<th>Honorary Degree (Yes/No)</th>
<th>Highest Earned Degree (Yes/No)</th>
<th>*Terminal Degree In Field (Yes/No)</th>
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*Terminal Degree- The highest earned degree in a discipline. In most cases, this is the doctorate (Ph.D./Ed.D)

_________________________  _________________________
Employee Signature Date

Please return form to UNH Human Resources by mail or email Banner.HR.office@unh.edu

Human Resources 2 Leavitt Lane, Durham, NH 03824 V: 603.862.0501 F: 603.862.0517 TTY: 7.1.1 (Relay NH)