This request is not a graduation application, but a request to participate in graduation ceremonies the semester prior to actual graduation. If approved, your name will appear in the booklet of your actual graduation ceremonies, not the one in which you participate. For example, if your official graduation date is at the end of the summer and you have approval to go through Spring ceremonies, your name will appear in the Summer Commencement booklet.

SPECIFIC REQUIREMENTS:

1. A student may apply for early participation in commencement ceremonies prior to graduation if they have one uncompleted graduation requirement. The requirement may take the form of one of the following: a course, an internship, the writing competency exam or a licensure requirement such as the Praxis 2 exam.

2. Complete a request form, including the signature of your academic advisor and department chairperson and return the completed form to the College of Applied Sciences and Technology Office (AT 202) 30 days prior to the actual graduation ceremony in which you wish to participate.

3. The Associate Dean of the College of Applied Sciences and Technology will notify you in writing of the decision.
REQUEST TO PARTICIPATE IN COMMENCEMENT CEREMONIES
PRIOR TO GRADUATION

Date: _____________

Name (please print): ________________________________________________

BSUID#: __________________________ email: ____________________________

Circle the ceremony for which this request is being made: May July December

Actual Graduation Date: __________________________ Degree: ________________

Please list any uncompleted graduation requirements - i.e. course, internships, exams or license requirements.

________________________________________

STUDENT’S SIGNATURE                                DATE

________________________________________

ADVISOR’S SIGNATURE                                DATE

________________________________________

DEPARTMENT CHAIRS’S SIGNATURE                     DATE

________________________________________

ASSOCIATE DEAN’S SIGNATURE                        DATE

revised 6/2011