

Mitchell College

Request for Participation in the Commencement Ceremony

(Applicants must be within 6 credit hours of completing their BA/BS degree
Or within 3 credit hours of completing their AA/AS degree and have at least a 2.00 GPA.)

Name: _____
(Please Print)

I wish to participate in the May Commencement Ceremony, however, will not have completed my degree requirements by the date of the ceremony.

After the current term (Spring 2019), I have _____ credits remaining to complete all the academic requirements for my degree. While I will not have those credits completed prior to the May Commencement Ceremony, I will be completing them before the end of the Fall 2019 Semester. **These credits must be completed at Mitchell College.**

I understand that I will not receive a diploma during the May Commencement Ceremony. **If my degree requirements are met after the 6/30/2019, I will be considered part of the class of 2020 and will receive my diploma in the mail in May of 2020.**

I further agree that if I am unable to complete my remaining credits by the end of the Fall Semester indicated above, it is my responsibility to re-apply for graduation for the next commencement ceremony after completing my requirements.

The following courses remain to be completed after the May Commencement:

<u>Course</u>	<u>Title</u>	<u>Registered Term</u>
_____	_____	_____
_____	_____	_____

Student's Signature _____ Date

I verified the accuracy of the information above: _____
_____ **Academic Advisor's Signature** Date

Request Approved Disapproved _____
_____ **Academic Dean's Signature** Date

Reason for denial (if applicable):

This form must be completed and filed in the Registrar's Office by March 1, 2019. The student must also file an Application for Degree with the Registrar.

Registrar's Office Use Only: Date Received: _____ Initials: _____