

## Application for Graduation

Complete a separate copy of this form for each degree, diploma or certificate you expect to receive; this includes double majors. Return the completed form to your department prior to completing your requirements for that degree. Upon receipt, we will enter an anticipated graduation date in your student record. Submission of this form does not qualify you for graduation. You must check with your department to make certain that you have met all academic requirements for your degree.

<b>Graduating Student Name Information</b>	<p><b>University ID Number</b> _____ <b>RIT E-mail address</b> _____@rit.edu</p> <p><b>Student Name</b>          Print your name as you wish it to appear on your diploma, paying special attention to upper and lower case letters, spacing and accent marks. <b>First and last names on diplomas must match your official name as recorded in the Registrar's Office.</b> You may elect to have either your middle name (as recorded), your middle initial, or neither on your diploma.</p> <p><b>Last:</b> _____ <b>Suffix:</b> _____</p> <p><b>First:</b> _____</p> <p><b>Middle:</b> _____</p>
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<b>Degree Information</b>	<p><b>Check the Degree that you expect to receive:</b></p> <p><b>Academic Program</b> _____ <b>Academic Plan</b> _____</p> <p><b>Graduate Degree</b>  <input type="checkbox"/> Ph.D   <input type="checkbox"/> MARCH   <input type="checkbox"/> MBA   <input type="checkbox"/> ME   <input type="checkbox"/> MFA   <input type="checkbox"/> MS   <input type="checkbox"/> MST   <input type="checkbox"/> Adv. Certificate</p> <p><b>Undergraduate Degree</b>  <input type="checkbox"/> Certificate   <input type="checkbox"/> Diploma   <input type="checkbox"/> AS   <input type="checkbox"/> AA   <input type="checkbox"/> AAS   <input type="checkbox"/> AOS   <input type="checkbox"/> BS   <input type="checkbox"/> BFA</p> <p><b>Are you completing a Double Major?</b>   <input type="checkbox"/> No   <input type="checkbox"/> Yes (if yes, please complete a separate application for each degree)</p> <p><b>Graduation Date:</b> Enter the term and year that you anticipate completing all graduation requirements.  <input type="checkbox"/> FALL (December)   <input type="checkbox"/> SPRING (May)   <input type="checkbox"/> SUMMER (August)   YEAR _____</p> <p><b>Do you plan to walk in the May Commencement Ceremony?</b>   <input type="checkbox"/> Yes   <input type="checkbox"/> No</p>
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<b>Diploma Mailing Information and Signature</b>	<p><b>Diploma mailing address - if different from your current HOME address in SIS</b>          Your diploma will be mailed to your HOME address as currently listed in the Student Information System (SIS). If you want your diploma mailed to a different address, include it below. This information will supercede SIS, but will not be updated in SIS.</p> <p><b>Street</b> _____</p> <p><b>City, State, Zip</b> _____</p> <p><b>Country</b> _____</p> <p><b>Signature</b> _____ <b>Date</b> _____</p>
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<b>Missing the Application Deadline</b>	<p><b>Late Applications - submitted after April 1 of the planned graduation year</b>          By submitting my application after the April 1st deadline, I understand that my name will NOT appear in the Commencement Book.</p> <p><b>Signature</b> _____ <b>Date</b> _____</p>
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<b>Registrar's Office Use Only</b>	<p>Date Received _____ Date Processed _____ Processed by _____</p>
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