

Graduate School Student Services Building, Room 329 MC 4716 Carbondale, IL 62901 Tel: 618-453-4523

Tel: 618-453-4523 Fax: 618-453-4562

### **GRADUATE SCHOOL**

## **Graduation Application Form**

#### PLEASE READ THIS ENTIRE SHEET AND KEEP FOR YOUR RECORDS

- 1. If you are currently enrolled, you should apply on Salukinet. If not, **graduate students** should complete this graduation application and mail or deliver it to the address at the top of the form. A check or money order (payable to SIUC) must be included to cover the cost of the **\$50**, **non-refundable**, graduation application fee. A late application may be accepted and, if it is, will be assessed a late application fee. If you are receiving two degrees, please complete two separate applications.
- 2. Juris Doctor and Master of Law students should use the School of Law application at: http://www.law.siu.edu/common/documents/graduation-application.pdf.
- 3. The graduation application deadline is the 4th Friday of the term for a Fall or Spring graduation and the 2nd Friday of the term for a Summer graduation.
- 4. There is **NO** August commencement ceremony, but your degree can be conferred for the Summer Semester. August candidates should indicate which ceremony they wish to attend (if any) on the application form.
- 5. **Master Degree Candidates:** Completing their <u>Master's degree</u> requirements in August who are within <u>six hours</u> of meeting all academic requirements may petition to participate in the May graduation ceremony. Students should contact their department for approval. Degree candidates who complete their requirements in the summer may participate in the May (with approval) or December commencement ceremony.
  - **Doctoral Degree Candidates:** Graduating in August cannot attend the May ceremony. August PhD candidates can participate in the December commencement ceremony only.
- 6. Candidates who do not meet graduation requirements will automatically be rolled to the next graduation term (May-to-August, August-to-December, December-to-May) with no additional fee, not to exceed **ONE TERM**. Candidates who fail to meet the degree requirements by the deadline for that graduation term will be removed from the pending graduation list. It will then be the student's responsibility to submit a new Graduation Application by the deadline for the term in which they plan to graduate. The new application will result in the assessment of another application fee.
- 7. The diploma will be mailed to the address on your graduation application. In order to change your address you must contact the Graduate School at 618-453-4523 or email grad.graduation@siu.edu.
- 8. Detailed information about commencement ceremonies is available online at http://commencement.siu.edu/.

Revised: 07/10/2015



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# **Graduation Application Form**

Complete applications must include a physical signature and the \$50 check or money order (payable to SIUC) to cover the graduation application fee. Applications cannot be processed without this nonrefundable fee.

The application deadline is the 4th Friday of the term for a Fall or Spring graduation and the 2nd Friday of the term for a Summer graduation. A late application may be accepted and, if it is, will be assessed a late application fee. Applications that are too late will not be accepted. (Please see http://registrar.siu.edu/calendars/graduation.html for specific application deadline dates.)

First	Middle	Middle		Last	
Pronunciation/Phonetic Spelling (if needed)					
Dawg Tag	<b>Email Addres</b>	Email Address		Daytime Phone Number	
College your program is in:					
Agricultural Sciences Applie Liberal Arts	ed Sciences and Arts Business  Mass Communication and Media Arts	☐ Education and H☐ Science		Engineering	
Degree Sought:					
Master of Accountancy Master of Architecture Master of Arts Master of Arts in Teaching Master of Business Administration	<ul> <li>☐ Master of Engineering</li> <li>☐ Master of Fine Arts</li> <li>☐ Master of Legal Studies</li> <li>☐ Master of Music</li> <li>☐ Master of Public Administration</li> </ul>	Master of Public Health Master of Science Master of Science in E Master of Science in P Master of Social Work	Doct Doct	essional Science Masters or of Philosophy	
ajor 1: Major 2:					
Month/Year you are applying to co	mplete the degree requirements:	May August	December	Year:	
Do you plan to attend the commen	cement ceremony on the Carbonda	ale Campus: Yes	☐ No		
If yes, which ceremony do	you plan to attend:   May	December Year:			
Address to use for the mailing of ye	our diploma:				
Street	City	State	Zip Code	Country	
Signature:		Date:			