GRADUATION APPLICATION

Expected Graduation Month/Year:______________ Year of Matriculation:___________ Student Id:_______

Name:___________________________________________________________________________________

PRINT your name as you wish it to appear on your Emory & Henry College diploma.

1st Major:___________________________________ □ BA □ BS Advisor:___________________________________

2nd Major:___________________________________ □ BA □ BS Advisor:___________________________________

Minor:___________________________________ or □ Contextual and Support area for major

There are three graduation dates each year: May, August, and December. The deadline to apply for graduation is one year prior to the month and year the diploma is expected to be earned.

To apply for graduation you must print and attach a Program Evaluation from WebAdvisor to this application. Note remaining coursework to be completed on the evaluation and indicate what term and year the course(s) will be taken. If your graduation application has been audited and you have been denied graduation for the requested term, your degree audit will be deferred to the next term, unless the registrar is notified otherwise.

Your name will not appear in the Commencement Program, newspaper, or any other printed or electronic media if you have completed a "Request to Prevent Disclosure of Directory Information."

To remove the privacy notice and allow your name to be published, you must notify the Office of the Registrar in writing no later than April 1.

Once you have applied for graduation, a detailed email will be sent to you and your advisor(s) about your graduation status. You can view your unofficial transcript and degree audit on WebAdvisor to confirm that you have fulfilled all of your degree requirements. Upon successful completion of all outstanding coursework and a final review of the degree requirements, you will be awarded your degree.

A graduation fee of $200.00 will be assessed to each student who applies to graduate. The fee will appear on the billing statement of the term in which the student is expected to graduate. This fee covers the cap and gown, diploma, diploma cover, and all activities and presentations related to commencement. Unlike many other institutions, Emory & Henry College students and alumni/ae are not charged for copies of academic transcripts, which the College considers covered by the graduation fee.

__________________________________________________________________________________________
Student Signature Date

__________________________________________________________________________________________
Major Advisor Signature Date Major Department Chair Date

__________________________________________________________________________________________
Second Major Advisor Signature Date Second Major Department Chair Date