

Petition to Participate in Commencement

(for undergraduates only)

Undergraduate students who are **within eight (8) credits** of completing their degree requirements are allowed to participate in the Commencement ceremony with the approval of the Office of the Registrar. You *must* complete these courses during the following summer. Your graduation date will be in August or October.

Please complete the following:

Name: _____

SimmonsID #: _____

Local Address: _____

Cell Phone: _____ Email Address: _____

Summer Address (if different):

Address: _____

Phone: _____

Please print your name **EXACTLY** as you wish it to appear in the commencement program:

First	Middle	Last
_____	_____	_____

Number of credits needed to complete degree requirements: _____

Course(s): _____

Name of institution(s) where degree requirements will be completed: _____

If you are completing your courses at another institution, you must fill out a Petition for Transfer Credit, available in the Office of the Registrar. The *official* transcript of your final credits *must be received* in the Office of the Registrar by July 21st for August degree conferral or September 20th for October degree conferral. It is your responsibility to make sure that these official transcripts are received.

I AM AWARE THAT, IF APPROVED, I MAY PARTICIPATE IN THE COMMENCEMENT CEREMONY, BUT THAT I WILL NOT RECEIVE MY DIPLOMA until I complete all of my degree requirements. I know it is my responsibility to communicate with the Office of the Registrar about the completion of my degree.

Student's Signature: _____ Major(s): _____

Adviser's Signature: _____

This form must be returned to the Office of the Registrar no later than March 17th.