

APPLICATION FOR GRADUATION

for

MASTER or DOCTORATE DEGREE



GRADUATE STUDENT INFORMATION

- A candidate for a Master or Doctorate must complete the student portion of this form, sign, and **submit it to their program coordinator** for verification of degree requirements prior to the department's deadline.
- **Contact your program coordinator or department secretary for the application deadline.**
- Participation in the commencement ceremony does not constitute verification of graduation. A student must satisfactorily complete all requirements before a degree is awarded.
- Failure to meet the requirements by the semester indicated on the submitted application will require resubmission of a new "Application for Graduation" for whenever requirements will be met.

DEPARTMENT FACULTY INSTRUCTIONS

Once approved, the program coordinator must forward this form **(with the appropriate program check sheet and transcript)** to the Graduate Office by the deadline listed below for each degree regardless if the candidate is or is not participating in a commencement ceremony.

May (Spring) Degree

The application must be submitted by the department to the Graduate Office on or before **March 15**. After this deadline, names may not be placed in the commencement program. Diploma will be delayed.

August (Summer) Degree

There is no August commencement ceremony. August degree candidates may "walk" in the May ceremony or participate in the December ceremony.

The application must be submitted by the department to the Graduate Office on or before **April 1** for participation in the May ceremony. After this deadline, names may not be placed in the commencement program. If not participating in the May ceremony or participating in the December ceremony, the application must be submitted by the department to the Graduate Office by **August 1**.

December (Fall) AND January (Winter) Degree

The application must be submitted by the department to the Graduate Office on or before **October 15** for both the Fall and Winter semesters. After this deadline, names may not be placed in the commencement program. Diploma will be delayed.

Visit the Registrar's webpage for Graduation/Ceremony information:
<http://www.bloomu.edu/graduation/graduate>

