

Southwestern University

APPLICATION FOR DIPLOMA

I hereby make formal application for my degree as listed below.

My full legal name is _____
(As you would like it to appear on your diploma)

For the degree of _____
(Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, or Bachelor of Science in Education)

to be completed at the close of the _____ **Semester,** _____
(Spring, Summer, or Fall) *(Year)*

Major Subject _____

Second Major _____
(If applicable)

Minor Subject _____
(If applicable)

I certify that I will complete all remaining requirements for my degree by the end of the semester indicated above. I understand that if I fail to complete the remaining requirements, or to provide official documentation of their completion from another university within this timeframe, the conferral of my degree will be postponed until the end of the semester in which I do complete my requirements and provide official documentation of their completion elsewhere (if applicable).

I further understand that if I plan to complete my requirements during the summer, I will be allowed to participate in the May Commencement Convocation prior to that summer provided I have 15 hours or fewer to complete after the Commencement Convocation, but before the last day of the Summer III term. I understand that my prospective graduate status will be noted in the Commencement Program and that I will not receive my diploma at the Commencement Convocation. The diploma will be mailed to me after the close of the Summer III term, provided that I have completed my degree requirements.

I certify that all course work attempted by me at other universities has been reported to Southwestern University on official transcripts. If I have work in progress at another university, or if I plan to take courses elsewhere over the summer, I certify I will provide documentation to the Registrar's Office *prior to the date Senior grades are due* showing proof of enrollment. Furthermore, I will provide *official* transcripts documenting the completion of this work prior to the end of my intended semester of graduation.

I intend to participate in the _____ **Commencement Convocation.**
(Year)

Signature _____ **Date** _____