Office of the University Registrar
3141 Chestnut Street, Curtis 261
Philadelphia, PA 19104
Fax: 215-895-0540

Office of the University Registrar

Application to Participate in Commencement Activities Form for Site Students

This form is to be filed with an **Application for Degree** if a student wishes to attend the commencement ceremony (held at the end of the Spring term), but will not have completed all requirements for his or her degree by that time.

Requirements:

- Full-time undergraduate student who is within 20 credits of completing degree requirements.
  - Requirements must be satisfied by the close of the subsequent fall term.
- Part-time undergraduate student who is within two (2) terms or 12 credits of completing degree requirements.
  - Requirements must be satisfied by the close of the subsequent fall term.
- Graduate student who:
  - Has defended his or her thesis or dissertation and is turning in a completed copy to the library within two (2) weeks of commencement.
  - Is within six (6) credits of completing the degree and will satisfy requirements by the subsequent summer term.

A Participant in commencement under these conditions:

- Is not considered a degree candidate for the spring term under these conditions.
- Is not exempt from final exams.
- Will not receive a dipl0ma at commencement.
- May not be a degree candidate and a candidate to walk for the same term.

Ph.D. Students must be registered at the time he or she walks and for each successive term until completing all requirements.

Name _____ _____ _____
Last First Middle Initial

University ID Number ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

_____
Daytime Telephone

_____ _____ _____ _____
Program of Study Classification Code Number of Credits Remaining Term/Year You Anticipate Graduating

I have read the above statement and request permission to participate in Commencement activities.
I understand that in order to process my request to participate in Commencement requires that I file an Application for Degree for the term in which I anticipate graduating.

_____ _____ Select Site: ☐ BCC ☐ Sacramento
Student's Signature Date

Approvals

I certify that the above named student is within appropriate guidelines to Participate at commencement.

_____ _____ _____ _____
Academic Advisor Date Graduate Studies Office (Ph.D. Students) Date

Revised 3/2009

Office of the University Registrar

Application to Participate in Commencement Activities Rule Set

Purpose

Students who have not officially completed all degree requirements for graduation by the Spring term, use this form to apply to participate in commencement activities.

Regulations

Undergraduate Students

Full-time undergraduate students seeking to participate in Spring commencement activities must demonstrate that they are within 20 credits of graduation and must be able to complete these credits by the end of the subsequent Fall term. Part-time undergraduate students must be within 12 credits or two terms of completing degree requirements and must be able to complete these credits by the end of the subsequent Fall term.

Graduate Students

Graduate students seeking to participate in Spring commencement activities must be within 6 credits of completing their degree requirements and must finish these credits by the end of the summer term. Additionally, they must have defended their thesis or dissertation and plan to submit their final copy to the library within 2 weeks of commencement.

Please note: because students who file the Application to Participate in Commencement Activities form are not degree candidates (and are not graduating), their names will not appear in the official commencement booklet for the graduating class.

By signing this form students will cancel any prior application for degree form they may have submitted to officially graduate and participate in commencement activities.