



A Member of the Texas A&M University System

Application for Graduation - Undergraduate

Graduation Term:
 Fall 20____
 Spring 20____
 Summer 20____

(Please Print)

Student ID or SSN _____ Student Name _____

Permanent Address _____ Mailing Address _____

Phone: Home _____ Work _____ Cell _____

Email: Primary _____ Secondary _____

Other name(s) which may appear on academic records: _____

Please PRINT your name on the line below EXACTLY as you want it to appear on your diploma and commencement program (this name will be used for both).
 If different than what we have on file, proof will be required.
 (Note: Names, order, capitalization, spaces, accents, tildes, etc. MUST be clear. Please print in upper and lower case.)

Catalog Year (year of the catalog which degree requirements you are following): _____

Degree: BA BAAS BBA BM BS BSCJ BSIS BSN BSW

Major _____ Concentration (if applicable) _____ Minor (if applicable) _____

Will you be attending the Commencement ceremony? Yes No (graduating "in absentia")
 (Note: Summer graduates who choose to attend the Commencement ceremony will be doing so in the Fall. Diplomas, though, WILL be issued in August.)

If attending, will you or your guests be needing special accommodations? Yes No

Did either of your parents or legal guardians attend college? Yes No

If yes, did they earn a Bachelor's degree? Yes No

What degree did they earn? _____

Was the degree earned at Texas A&I University at Laredo, Laredo State University or Texas A&M International University? Yes No

By signing this application, I am requesting to be considered as a graduation candidate for the graduation term and degree as specified above. I understand that I must comply and abide by the regulations and requirements as specified in my corresponding catalog as they pertain to my degree.

Student Signature: _____ Date: _____

****Note:** If you do not meet degree requirements, it is your responsibility to notify the Office of the University Registrar. It will then also be your responsibility to re-apply for the following graduation term (application fee waived) before the next application deadline or you will have to pay the \$50 late fee.

**Please PAY \$30 application fee by the posted deadline at the BUSINESS OFFICE
 &
 SUBMIT your application to the OFFICE OF THE UNIVERSITY REGISTRAR.**

Business Office Use Only:	Application Fee \$30	<input type="checkbox"/> Check if \$50 late fee applied	Receipt #:	By:
Registrar's Use Only:	Received by:	Date:	Degree Plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Substitutions? <input type="checkbox"/>	Coded on SHADEGR? <input type="checkbox"/>	Coded on SHADIPL? <input type="checkbox"/>	Info verified by:	

Graduation Checklist

Undergraduate Students

Non-Course Requirements (MUST be met to graduate)

(Note: Answering "NO" to any one of the following 3 questions may keep you from graduating.)

For the next 3 questions, please explain how requirement was met or will be met prior to graduation, if applicable:

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 1.) Have you satisfied or will you be satisfying the Computer Literacy Requirement?
_____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 2.) Have you satisfied or will you be satisfying the Foreign Language Requirement?
_____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 3.) Have you satisfied or will you be satisfying the QEP Requirement? (Contact department if you have questions.)
_____ |

General / Miscellaneous Requirements

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 1.) Have you substituted any courses? (If yes, you MUST make sure that the Registrar's Office has received all substitution forms.) - Bring your copies. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2.) Is the catalog you are following more than 5 years old? (If yes, you MUST request a catalog extension approval signed by the department chair and college dean.) |
| <input type="checkbox"/> | <input type="checkbox"/> | 3.) Are you currently enrolled at another institution? If yes, you MUST complete an "Early Grade Form" and submit it to the Office of the University Registrar. <i>(Not applicable for Summer)</i> |

Graduation Information

- You must verify that your degree and declared major/concentrations/minors are correct.
- You must meet with your academic advisor to ensure that your degree requirements are met by your intended term of graduation.
- You are required to submit a copy or printout of the degree plan YOU are following for verification of degree requirements with application.
- You must have met the core curriculum.
- You must have met graduation residency requirements.
- You MUST have a minimum of a 2.00 overall GPA on all work attempted at TAMU as well as in your major and minor, if applicable.
- You MUST submit official FINAL transcripts from all universities/colleges attended.
- All grade issues must be resolved such as Incompletes, Independent Studies, Study Abroad, etc.
- All exams for credit, such as the CLEP and Wisconsin Exam, must have been submitted to the Office of the University Registrar to be able to count towards your degree requirements.

Student Signature _____ Date _____

Advisor Signature _____ Date _____