

# APPLICATION TO PARTICIPATE IN A LATER COMMENCEMENT CEREMONY

Please submit this form by mail or in person to:  
University of Central Missouri - Office of the Registrar & Student Records, Ward Edwards, Suite 1000  
or by e-mail or fax to: [graduation@ucmo.edu](mailto:graduation@ucmo.edu) or FAX (660) 543-8400

**This application will only be accepted for students who have already applied and been approved for graduation.** If you have not yet applied for graduation, please do so first. It will take 1-2 weeks to receive the review of your graduation application. After you have received the results of your graduation application you may proceed with this application. **You must submit this form at least two weeks before the ceremony you wish to “walk late” in.**

This application is for students who are unable to participate in the commencement ceremony of their degree completion term and would like to participate in a later commencement ceremony **within the calendar year of your degree conferral date.** For example, if you completed your degree in May 2018, you are eligible to “walk late” in either December 2018 (\$50 fee) or May 2019 (\$100 fee). **You may only submit this form once and may not change your “walk late” date after submission.**

**You will be charged a non-refundable \$50 “walk late” fee EACH ADDITIONAL GRADUATION TERM after your degree conferral term.\* This fee is in addition to regular graduation fees (\$50 during the term of your graduation) and the \$25 hood fee (for graduate students only). All fees are non-refundable.**  
**\*This fee does not apply to summer graduates who wish to walk in the December ceremony immediately following their graduation term.**

UCM offers two commencement ceremonies per year, May and December. Per UCM policy, students are invited to participate in the graduation ceremony offered at the end of their last term of coursework. **Students graduating in the summer semester are included in the spring commencement ceremony.** Summer graduates who prefer to “walk late” in the December ceremony following their graduation and any fall or spring graduates applying to walk in a later term should fill out this form.

**Please PRINT Clearly**

Student Number: 700 \_\_\_\_\_

First Name(s): \_\_\_\_\_

Last Name(s): \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_@ucmo.edu

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

**Graduation Semester (the term you are completing your requirements):**

Spring (May)    Summer (August)    Fall (Dec.)

Year: 20 \_\_\_\_\_

**Choose the month/year of the Commencement Ceremony you would like to participate in:**

Spring/Summer (May)    Fall (December)

Year: 20 \_\_\_\_\_

Please read the bullets on back of page and sign/date form.

***I understand that:***

- ***I may only submit this petition once. I may not change my “late walk” semester to another semester after submission of this form.***
- *I will be charged a non-refundable \$50 “walk late” fee (during the term that I walk) in addition to regular graduation fees (billed during the actual graduation term). \* If I am walking in a ceremony later than the one immediately following my graduation, I understand that I will be billed an additional non-refundable \$50 “walk late” fee **for each later term.**  
\*Summer graduates who would like to “late walk” in the fall semester ceremony immediately following their graduation term are not charged this fee.*
- *this does not change my graduation (degree conferral) date. I will have my degree conferred during the semester in which I complete all degree requirements.*
- *my name will only appear on the Graduation website for the term that I complete my degree requirements.*
- *my name will appear in the printed Commencement Program of my actual term of graduation and in the semester I “walk late” only if the graduation application and late walk petition was submitted in time for program printing.*
- *my diploma will be mailed to me 6-8 weeks after my degree conferral date, not after I walk in a ceremony.*
- *my transcript will show that I have completed my degree on my conferral date, not on the date that I walked in a ceremony.*

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**Student Signature**

**Date**

**For Office Use Only**

Reviewed by: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date: \_\_\_\_\_

Added to spreadsheet

Made note on audit

E-mailed student