

# 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.

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. **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).**

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\_\_\_\_\_

**I understand that:**

- 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.
- 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 in the Commencement Program and on the Graduation website for the term that I complete my degree requirements and **not** in the later term for which I am approved to participate in a ceremony.
- 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

Reviewed by: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date: \_\_\_\_\_

Added to spreadsheet     Made note on audit     E-mailed student