

# GEORGIAN COURT UNIVERSITY

THE MERCY UNIVERSITY OF NEW JERSEY

## Request to Participate in Commencement 2019 Without Having Met Degree Requirements

May only be used if:

1. The student is lacking no more than 6 credits of those required to complete the student's degree program.

OR

2. The student has two majors (or a major and a minor) and is lacking no more than 6 credits of those required to complete the student's first major degree program. The student has progressed far enough in the second major or the minor that it can be reasonably expected that s/he will graduate in the August or December term after the Commencement Ceremony.

\_\_\_\_\_  
Student Name (Please Print)      0 0 0 \_ \_ \_ \_ \_  
GCU Student ID# (fill in the six missing digits)      Majors/Minors

\_\_\_\_\_  
Street Address      City      State      Zip

List detailed requirement(s) missing for graduation and in which major or minor:  
\_\_\_\_\_  
\_\_\_\_\_

Expected term of graduation:     August 2019       December 2019  
Did you submit a graduation application to the Office of the Registrar for the above term?     Yes     No

- A graduation application for the appropriate term **MUST** be on file with the Office of the Registrar **prior** to submitting this form.
- Submission of this form does not mean that my request to participate has been granted. I will be informed in writing about the status of my request by the Office of the Provost after my request has been evaluated. Such notification is normally made **only** by e-mail to my GCU e-mail account, but may be made by U.S. mail to the address on the top of this form.
- I am allowed to participate in **only one** Commencement exercise per degree earned. If I participate in Commencement 2019, I will not be invited to participate in Commencement 2020 and my name will not be listed in that year's program. Participation includes procession, having my name called, walking across the stage, having my picture taken, and the recessional. My name will be in the Commencement 2019 program, provided my form is processed before the program is finalized.
- If I am approved to participate in 2019 and choose not to participate in 2019, I will notify [mgross@georgian.edu](mailto:mgross@georgian.edu) in writing no later than 5:00 PM on Friday, May 17.
- **If, during the course of the semester, I no longer qualify to participate (e.g., by receiving W or F grades in courses I am taking in Spring 2019, or by earning a GPA too low to graduate), my approval to participate will be revoked.**
- **I will not receive a diploma until I have met graduation requirements, and my transcript will not state I have graduated until I have met graduation requirements.**
- My Commencement participation request must be received by the **Office of the Registrar** by **March 15, 2019** (phone 732-987-2228, fax 732-987-2095). The office is usually open 8:30 AM-4:30 PM, Mon.-Fri. (extended hours until 7:00 PM most Tuesdays). Late forms may not be processed, and if processed and approved, may result in a charge of a rush shipping fee for late cap and gown order.

\_\_\_\_\_  
Student Signature      Date  
STUDENT: DO NOT WRITE BELOW THIS LINE. Submit to Office of the Registrar for processing.

### OFFICE OF THE REGISTRAR EVALUATION

Graduation Application on file for: \_\_\_\_\_ Is student on GPA watch? \_\_\_\_\_ Other Notes: \_\_\_\_\_

Student qualifies per participation policy     Student may qualify per participation policy     Student does not qualify per participation policy  
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Request Approved       Request Approved and student is on GPA watch       Request Denied

by: \_\_\_\_\_  
Provost or Associate Provost      Date