

APPLICATION FOR INTENT TO GRADUATE

Effective August 2020, students nearing completion of all requirements for their degree must submit an **online** *Application for Intent to Graduate* **the academic term in advance** of their intent to complete their academic course work. For the 2021-2022 Academic Year, the schedule are as follows:

- Fall 2021 term due date is July 15, 2021
- Spring 2022 term due date is October 15, 2021.
- Summer 2022 term due date is March 15, 2022

The portal to apply online will open two months before the due dates indicated above.

The academic department is responsible for forwarding the Pre-certification form for each of their prospective graduating student to the the Office of the Registrar by the deadline stated above. A late fee may be assessed to applications received after the posted deadline. The application and pre-certification will be reviewed by the Office of the Registrar and the student will be notified of their clearance to graduate and participate in the May Commencement ceremony.

All students who have filed the *Application for Intent to Graduate* and do not complete their requirements by the projected date of completion are required to file again in a later semester.