

# APPLICATION FOR GRADUATION

## Graduate, Professional, and Doctoral Candidates Only

NCCU • OFFICE OF THE UNIVERSITY REGISTRAR • 1801 FAYETTEVILLE STREET • DURHAM NC 27707

May 2021

Please submit this form to your academic advisor for approval. The deadline to apply for May 2021 graduation is **February 19, 2021**. Your academic department must approve of your application before processing by the Registrar's Office. After the data from this form has been entered in Banner, your account will be charged with a **non-refundable GRADUATION FEE of \$55**. If you apply and do not graduate at the end of this term, then you must reapply again during the semester in which you expect to finish. The Graduation Fee is added to your account each time you apply. Please note that students who apply for summer degree completion will not receive their diploma until the December commencement. You must also obtain clearance from Student Accounting and Scholarships and Student Aid by the Monday before Commencement. Please direct all inquiries regarding invitations and caps and gowns to the University Bookstore.

### BANNER ID NUMBER \_\_\_\_\_

NAME (Please **PRINT**) \_\_\_\_\_

Please **PRINT** your **official** name exactly as it should appear on your diploma.

PERMANENT ADDRESS \_\_\_\_\_

NUMBER AND STREET \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

(AREA CODE) TELEPHONE NUMBER \_\_\_\_\_

CAMPUS E-MAIL ADDRESS \_\_\_\_\_

**SELF-IDENTIFY** - Are you a veteran or current member of any branch of the Armed Forces?  YES  NO

GRADUATION TERM  December  May  Summer

Is this your 1<sup>st</sup> graduate/professional degree?  YES  NO  
(YEAR)

COLLEGE/SCHOOL (check one)

Art, Soc Sci & Human.

Health & Sciences

Business

Education

Law

Library & Info Sci

DEGREE FOR WHICH YOU ARE APPLYING: (check one below)

Graduate & Professional

MA

MS

MBA

MAT

MED

MIS

MLS

MMU

MPA

MSA

MSW

JD

PHD

MAJOR

CONCENTRATION

MINOR

Have you applied for graduation before?  YES  NO

If yes, please indicate what semester: \_\_\_\_\_

IF YOU ARE APPLYING FOR A DEGREE IN MORE THAN ONE MAJOR, PLEASE SUBMIT INFORMATION ON THE SECOND MAJOR BELOW AND COMPLETE A SEPARATE APPLICATION FOR THE SECOND MAJOR.

2<sup>ND</sup> MAJOR (or joint degree)

\_\_\_\_\_  
GRADUATE SCHOOL DEAN

\*

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
ACADEMIC DEAN

\* **Signature Certification** \* By checking this box I acknowledge that I am legally signing this document.

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
DEPARTMENT CHAIR

\* In place of your signature, please type your name in the appropriate space.

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
ADVISOR

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\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
APPLICANT

\*

\_\_\_\_\_  
DATE SUBMITTED BY APPLICANT