

Graduation Application for Undergraduate Degree

A:	STUDENT NUMBER: _____			PERMANENT MAILING ADDRESS:					
NAME:	_____			STREET:	_____			APT/PO.:	_____
SCHOOL:	_____			CITY:	_____	STATE:	_____	ZIP CODE:	_____
DEGREE:	_____			COUNTRY:	_____				
MAJOR:	_____			TELEPHONE:	_____				
DOUBLE MAJOR (Double Majors must file an application for each Major. Double Majors will not print on the diploma, but will show on the academic transcript.):				PREFERRED EMAIL ADDRESS:					
CONCENTRATION:				AREA OF TEACHER CERTIFICATION (Educational Majors only):					
MINOR:				EFFECTIVE BULLETIN:					
DUAL DEGREE (Must file separate application):				DEGREE REQUIREMENTS TO BE COMPLETED BY: YEAR 20____ MONTH (check) <input type="checkbox"/> 1-MAY <input type="checkbox"/> 2-AUG. <input type="checkbox"/> 3-DEC.					
DIPLOMA NAME:		FIRST	_____	MIDDLE OR MAIDEN	_____	LAST	_____		
(If you have not done so already online, print your name exactly as you wish it to appear on your diploma, include accents, spaces, capitalization and applicable suffixes.)									
HOMETOWN CITY:				HOMETOWN STATE:					
<input type="checkbox"/> DO NOT MAIL MY DIPLOMA. PLEASE CALL ME AT THE PHONE # ABOVE WHEN MY DIPLOMA IS READY TO BE PICKED UP.									
B:	I. IN PROGRESS: TERM _____ YEAR _____			II. TO BE COMPLETED (LIST COURSES WITH GRADES OF I, PR, OR NR)					
(✓) (X)	COURSE	CREDITS	GRADE	COURSE	CREDITS	GRADE	TERM/YEAR		
PLACE A ✓ BEFORE UNIVERSITY REQUIRED COURSES AND/OR AN X BEFORE THOSE COURSES WHICH ARE NECESSARY TO COMPLETE MAJOR REQUIREMENTS.		CREDITS TO BE EARNED: _____			CREDITS TO BE COMPLETED: _____				
III. MAJOR CONCENTRATION			IV. UPPER LEVEL COURSES (CREDITS EARNED IN 300-400 LEVEL OR EQUIVALENCIES)			V. TOTAL CREDITS/GPA (MINIMUM REQUIREMENTS: 120 EARNED HOURS AND 2.00 GPA)			
CREDITS	GPA		CREDITS	GPA		CREDITS	GPA		
REQUIRED	MIN. 2.00		REQUIRED	MIN. 45		REQUIRED	MIN. 120	MIN. 2.00	
IN PROGRESS			IN PROGRESS			IN PROGRESS			
TO BE COMPLETED			TO BE COMPLETED			TO BE COMPLETED			
TRANSFERRED			TRANSFERRED			TRANSFERRED			
VCU EARNED			VCU EARNED			VCU EARNED			
TOTAL EARNED			TOTAL EARNED			TOTAL EARNED			
VI. UNIVERSITY RULES (Check Box A or B and C or D)									
A. <input type="checkbox"/> CANDIDATE WILL COMPLETE 25 PERCENT OF CREDITS AT VCU.					C. <input type="checkbox"/> CANDIDATE WILL COMPLETE AT LEAST 30 OF THE LAST 45 CREDITS AT VCU.				
B. <input type="checkbox"/> ACADEMIC REGULATIONS APPEALS COMMITTEE WAIVED THE 25 PERCENT RULE (25 PERCENT OF ALL CREDITS ARE VCU CREDITS).					D. <input type="checkbox"/> ACADEMIC REGULATIONS APPEALS COMMITTEE WAIVED THE "AT LEAST 30 OF THE LAST 45 CREDITS ARE TAKEN AT VCU."				
C:	I UNDERSTAND AND CONFIRM THAT I HAVE MET OR WILL MEET UPON SUCCESSFUL COMPLETION OF THE PROPOSED COURSE SCHEDULE (I.E. CURRENT COURSES) THE UNIVERSITY AND ACADEMIC REQUIREMENTS FOR MY DEGREE.								
SIGNATURE OF CANDIDATE FOR DEGREE							DATE		
I HAVE REVIEWED THE ACADEMIC RECORD OF THE ABOVE APPLICANT AND CERTIFY THAT ALL THE UNDERGRADUATE DEGREE REQUIREMENTS FOR THE MAJOR AND THE UNIVERSITY HAVE BEEN FULFILLED. I RECOMMEND THAT THIS CANDIDATE BE AWARDED THE DEGREE APPLIED FOR UPON SATISFACTORY COMPLETION OF THE COURSES DESIGNATED ABOVE.									
SIGNATURE OF ADVISOR					PRINT NAME			DATE	
SIGNATURE OF DEPARTMENT CHAIRPERSON					PRINT NAME			DATE	
SIGNATURE OF DEAN OR DEAN'S DESIGNEE					PRINT NAME			DATE	

