

APPLICATION FOR GRADUATION

TRADITIONAL STUDENTS ONLY

***PLEASE CHECK "IMPORTANT DATES" CALENDAR FOR THE LAST DATE TO APPLY FOR GRADUATION**

Please **TYPE** or **PRINT** your name **EXACTLY** as you wish to have it appear on your diploma.

SELECT WHICH GRADUATION YOU ARE APPLYING FOR: _____ FALL _____ SPRING

NAME: _____
First Middle Last Suffix

LOCAL ADDRESS: _____
Street City State Zip Code

PERMANENT ADDRESS: _____
Street City State Zip Code

PHONE NUMBER: (____) (____) (____)
Home Work Cell

STUDENT ID#: _____ ADVISOR: _____

SELECT DEGREE PROGRAM TO BE NOTED ON DIPLOMA

_____ Bachelor of Arts _____ Bachelor of Science _____ Bachelor of Applied Science

_____ Master of Education

1st Major: _____ 1st Minor: _____

2nd Major: _____ 2nd Minor: _____

Are you also getting a Teaching Licensure? Yes _____ No _____

Should a problem arise with your plan to graduate, we will contact you through your **Averett e-mail account**. Your signature below indicates your agreement to this policy and confirms your email address is correct.



Email: _____@averett.edu

SIGNED: _____ DATE: _____

******SPECIAL REQUIREMENTS******

The \$100.00 commencement fee will be billed to my account and is payable **PRIOR** to graduation. If I am unable to meet my degree requirements, my \$100.00 commencement fee will be **transferred** to the next graduation. I understand that if I do not complete my degree requirements by the next graduation, I **must pay** the \$100.00 commencement fee again.

IF YOU ARE WITHDRAWN FROM GRADUATION (ADMINISTRATIVELY OR OTHERWISE), REAPPLICATION FOR THE NEXT COMMENCEMENT CEREMONY IS NECESSARY.

****FILL OUT THE FOLLOWING INFORMATION ONLY IF YOU CANNOT ATTEND GRADUATION****

MAILING ADDRESS FOR DIPLOMA: (NO P.O. BOXES)
_____ Street City State Zip Code

PLEASE NOTE: If your original plans for attendance change, you **MUST** notify the **REGISTRAR'S OFFICE in writing prior to commencement.** FAX (434) 799-0658 or **MAIL** to Averett University Registrar's Office, 420 West Main Street, Danville, VA 24541.