

**REQUEST TO PARTICIPATE IN COMMENCEMENT AS A NON-GRADUATE
AND TO COMPLETE DEGREE REQUIREMENTS WITHIN
16 MONTHS FOLLOWING COMMENCEMENT**

Even though I shall not be eligible to receive my degree this May, I request permission to participate with my Class in this year's Commencement activities: namely, to attend all public receptions and ceremonies, to be listed in the Commencement program, to wear the cap and gown, to march and sit with those being graduated, to have my name read out, and to walk across the platform to receive my diploma jacket. To do these things as a non-graduate, I understand:

1. that by the end of Term Nine, I must be within two courses of completing all my degree requirements, have earned at least 30 course credits, have a cumulative grade point average of 2.0 or higher, and have paid any balance due on my Cornell account.
2. that my diploma jacket will not contain a diploma and my transcript and other certificatory documents will not list me as having been graduated.
3. that my diploma will be conferred at the next degree conferral date, depending upon the date I complete my degree requirements. However, if I elect this option, I shall not be ranked within the graduating class of this or any other year and I may not be eligible for certain honors whose recipients are chosen from those seniors scheduled to be graduated in May.
4. that if I elect to be graduated in August, I must attend the May Commencement or be excused by the Dean of the College and that, if I qualify for all-college honors, these will not be listed on the Commencement Program because I am not yet a graduate, but will be imprinted on my diploma and appear on my transcript after I have been graduated.
5. that, if I do not complete all my degree requirements by August 31 following this May's Commencement, I shall be graduated at the next degree conferral date (January, May, or August) following completion of my degree requirements and my diploma shall be dated as of that degree conferral date and not retroactively; however, I may request the Alumni Office to include me in notices and activities intended for an earlier Class.
6. that, if I participate in this May's Commencement, I am not eligible to participate a second time and my diploma shall be mailed to me at the address I have given the Registrar.
7. that all work to be transferred to Cornell must be approved in advance by the Cornell department(s) concerned and the Academic Standing Committee and that only courses graded C (not C-) or higher will be accepted. (A form for securing this approval is available from the Registrar's Office.)
8. that I am responsible for contacting the Registrar before August 31 (for August graduation), before November 30 (for January graduation), or March 1 (for May graduation) of the academic year in which I wish to be graduated, and for arranging for the Registrar to receive the necessary transcripts and confirmations in time for this deadline.
9. that I am granted the status of non-graduate for a maximum of 16 months following Commencement, during which time I must complete the degree requirements that apply to me now and that if I fail to complete these requirements during this time period, my status will change to withdrawn student and I must complete the degree requirements in effect at the time I either return or transfer in the remaining courses.
10. that my signature below signifies that I have read the above and understand the conditions of my participation as a non-graduate and the procedures required to complete my degree and obtain my diploma.

Name (Please Print) _____

Signature _____ Date _____