

**APPLICATION FOR GRADUATION**  
**for**  
**MASTER'S, DOCTORATE, OR GRADUATE CERTIFICATES**

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**INSTRUCTIONS:**

**This form is to be used only if you are ready to graduate with one of the degrees/certificates listed above.** A candidate for a master's/doctorate/certificate program must complete the student portion of this form, sign, and *submit it to their program coordinator for verification of degree requirements*. Once approved, the program coordinator must forward it directly to the Graduate Office (with the appropriate program check sheet) by the deadline listed below for each degree (regardless if you are or are not participating in a commencement ceremony).

**MAY DEGREE:**

- The application must be in the Graduate Office on or before **MARCH 15**. After this deadline, names may not be placed in the commencement program. Diploma will be delayed.

**AUGUST DEGREE:**

*\*(There is no August commencement ceremony. August degree candidates, may “walk” in the May ceremony or participate in the December ceremony.)*

- The application must be in the Graduate Office on or before **APRIL 1** for participation in May ceremony. After this deadline, names may not be placed in the commencement program. If not participating in the May ceremony, the application must be in the Graduate Office by August 1.

**DECEMBER DEGREE:**

- The application must be in the Graduate Office on or before **OCTOBER 15**. After this deadline, names may not be placed in the commencement program. Diploma will be delayed.

***PARTICIPATION IN THE COMMENCEMENT CEREMONY DOES NOT CONSTITUTE VERIFICATION OF GRADUATION. A STUDENT MUST SATISFACTORILY COMPLETE ALL REQUIREMENTS BEFORE A DEGREE IS AWARDED.***

*Failure to meet the requirements by the semester indicated on the submitted application will require resubmission of a new “Application for Graduation” for whenever requirements will be met.*

**Visit the Registrar’s webpage for Graduation/Ceremony information:**

**<http://www.bloomu.edu/registrar>.**

APPLICATION FOR GRADUATION  
(Master's, Doctorate or Graduate Certificates)



\*\*\*\*\*TO BE COMPLETED BY STUDENT\*\*\*\*\*

BU Student ID

PRINT NAME

Which semester will you complete *all requirements* (including departmental paper, thesis, internship, etc.) for your degree? (Failure to meet the requirements by the semester checked below will require you to reapply when requirements will be met.)

Spring Semester (May) 20\_\_\_\_  \*Summer Semester (August) 20\_\_\_\_  Fall Semester (December) 20\_\_\_\_

Program of Study: \_\_\_\_\_

Degree/certificate being sought: \_\_\_\_\_  
(M.S., M.Ed., MBA, MSN, AuD, or certificate/list certificate program)

**Do you plan to participate in graduation: Wear a cap and gown, march with the class, receive your diploma cover and be hooded on stage?**  YES  NO (If there is not a box checked, your name will be recorded as NOT participating.)

**\*August Graduates:** Which ceremony do you plan to attend:  May 20 \_\_\_\_  December 20 \_\_\_\_  
 I do not plan to attend any ceremony.

**Theses** presented for degrees are printed in the commencement program. *If applicable*, please **PRINT** the title of thesis and name of your thesis advisor here:

**THESIS TITLE:** \_\_\_\_\_

**THESIS ADVISOR:** \_\_\_\_\_

X \_\_\_\_\_ DATE: \_\_\_\_\_  
Student's Signature

\*\*\*\*\*TO BE COMPLETED BY PROGRAM COORDINATOR FOR APPROVAL\*\*\*\*\*

**IT IS THE PROGRAM COORDINATOR'S RESPONSIBILITY  
TO NOTIFY THE DEGREE CANDIDATE OF ANY DEFICIENCIES**

I certify that this degree candidate is cleared for graduation. *A completed checklist must accompany the application.*

Program Coordinator: \_\_\_\_\_ DATE: \_\_\_\_\_

Approved for Degree Granting: \_\_\_\_\_ DATE: \_\_\_\_\_  
Dean of Graduate Studies & Research