

Application for Degree

Return two copies of this form to your Faculty office.

Student ID No.

Surname and given names

Graduation Information

Table with 3 columns: Faculty, Degree, Major / Minor

Are you in a Cooperative program? [] Yes [] No

Note: Faculty of Arts and Education students must complete and attach a checklist which is available from the Faculty office.

Expected Date of Convocation:

- [] Spring (June) (Year) Students completing programs in December or April.
[] Fall (November) (Year) Students completing programs in June or August.

Application Deadline: February1
Application Deadline: September1

Are you completing your degree requirements with a Letter of Permission at another educational institution?
[] Yes [] No If so, which institution _____
If you are not currently a student of this University or if you are applying to graduate from a program in which you are not currently registered, please fill out a Readmission and Internal Transfer form "for convocation purposes" including fee with this application.
Deadline to receive complete and official transcripts if attending elsewhere: May 1 for Spring Convocation October 1 for Fall Convocation

Convocation Name

Your parchment should be printed with the same name as other legal documents (eg., birth certificate, passport). Discrepancies may result in inconvenience and unnecessary delays (e.g., when applying for work or study outside Canada). If you wish to change the name on your official student record, complete a Change of Name form available from the Office of the Registrar and Student Awards. Please print your names in full as you wish them to appear on your graduation parchment, First Name First. Parchments are normally printed in upper case letters; clearly indicate exceptions (eg. lower case letters, accents). Do not use initials, abbreviations, nicknames, or parentheses.

Convocation Name

Does this name differ from your name as it appears on your official student record? [] Yes [] No

[legal proof of name change must be submitted with this form (eg. photocopy of birth or marriage certificate)]

Mailing Address

Note: All correspondence from the University of Alberta will be sent to the address you provide below as of the effective date indicated.

Effective Date _____

Table with 3 columns: Street Address, Apartment Number, or Box Number; City/Town and Province; Canadian Postal Code; Country and Postal Code (if not canada); Telephone Number; E-Mail Address

Promotion to Alumni Status

Individuals who receive degrees, diplomas and certificates from the University of Alberta automatically become members of the University of Alberta Alumni Association. As members, alumni are eligible to receive New Trail, the alumni magazine, benefits and promotions exclusive to alumni, and information regarding development programs.

Aboriginal Status

Aboriginal Student Services Centre (ASSC) and the Aboriginal community on campus honor Aboriginal graduates both at the convocation ceremony and at a separate celebration. ASSC also wishes to keep Aboriginal Alumni informed of ongoing activities and events on campus. If you wish to participate in these activities, please contact ASSC at (780) 492-5677.

Note: Personal information provided to the Offices of Alumni Affairs and Development by the Office of the Registrar and Student Awards is protected under the authority of section 33(c) of Alberta's Freedom of Information and Protection of Privacy Act. For further details, see the University of Alberta Calendar or contact the Office of the Registrar and Student Awards at (780) 492-3113. Certain personal information may be made available to federal and provincial government departments and agencies under appropriate legislative authority.

Applicant's Signature Date

Note: If for any reason (such as transfer to another degree program, withdrawal from course, etc.) the above degree is not to be conferred as requested, please cancel this application by written communication no later than three weeks prior to Convocation.

For Faculty Use Only: Degree Checkout Status Updated: [] Applied for Graduation (AG) [] Expected to Graduate (EX) (all requirements successfully completed) [] Mailing Address Updated [] Exceptional Name Updated [] Change of Name Verified (student must show either legal change of name certificate, birth certificate, passport, or marriage certificate)