

Late Application to Graduate for Advanced Degrees

Submit in person to:

Student Services Center
Tresidder Memorial Union, 2nd Floor
Monday - Friday, 9 a.m. - 5 p.m.
<http://helpsu.stanford.edu/?pcat=ssc>



Mail or fax to:

Office of the University Registrar
Stanford University
482 Galvez Mall, Suite 120
Stanford, CA 94305-6032
Fax: (650) 725-7248

Please type or print

Printed Name of Student (Last)

(First)

(Middle)

Stanford Student Number

Phone Number

Email Address

Instructions:

A Diploma Distribution Form should be submitted along with this form. Please consult the *Stanford Bulletin*, your department adviser, and/or the Office of the University Registrar to review your eligibility for degree conferral. A late application to graduate may affect inclusion of your name in the *Commencement Bulletin* and distribution of your diploma on Commencement day. **A \$50 fee applies if this form is submitted after the deadline to apply to graduate.** Include a brief, typed statement indicating why you missed the application deadline along with verification of degree requirements.

I hereby request degree conferral for the following quarter and academic year (check one):

Autumn _____ - _____ Winter _____ - _____ Spring _____ - _____ Summer _____ - _____

Indicate the degree(s) and program(s) for which you are requesting degree conferral below (check all that apply):

M.A./M.S./M.F.A/M.A.T/M.L.A. _____ J.D. J.S.M.
Department(s)

Engineer _____ L.L.M. J.S.D.
Department(s)

Ph.D. _____ M.D. M.B.A.
Department(s)

Please list the following hometown (city and state/foreign country) in the *Commencement Bulletin*:

Please do not list my name and hometown in the *Commencement Bulletin*.

Coterminal students: indicate the quarter and academic year in which your undergraduate degree will be or was conferred:

Autumn _____ - _____ Winter _____ - _____ Spring _____ - _____ Summer _____ - _____

I understand that this notice puts my name on the list of candidates for the degree(s) indicated above. If I decide to postpone degree conferral, it is my obligation to request withdrawal of this notice by submitting the proper form to the Office of the University Registrar before the conclusion of the End-Quarter Period listed on the current Academic Calendar. If I postpone conferral or fail to meet degree requirements in the quarter indicated above, it is my obligation to file another application to graduate for the new quarter in which conferral is requested. I also understand that the name on my diploma will match my legal name of record on file with the Office of the University Registrar.

Student Signature (above the line)

Date

Department Administrator Signature (above the line)

Date

Department Administrator Signature (second major or minor, if applicable) (above the line)

Date