



## Application for Graduation from a Graduate Degree Program

The Application for Graduation from a Graduate Degree Program must be submitted by the appropriate deadline. Applications received after the deadline will be automatically processed for the next semester. The application will be due approximately one month prior to the last day of the semester. Please consult the School of Graduate Studies website for a complete list of deadlines.

The application should either be typed or printed legibly with a ball point pen. The \$35.00 graduation application fee may be paid in person or mailed along with application form to the School of Graduate Studies, Clayton State University, 2500 Clayton State Boulevard, Morrow, Georgia 30260. Payment MUST accompany the application. Any applications that are received without a payment will not be processed. The check should be made payable to Clayton State University.

Students who graduate in summer and fall walk in the Fall Commencement ceremony. Students who graduate in spring walk in the Spring Commencement ceremony. There is no Summer Commencement Ceremony. You may attend only one ceremony for the same degree. All degree candidates participating in the ceremony are required to wear appropriate academic regalia. Information on academic regalia is available from [www.Jostens.com](http://www.Jostens.com) and your Graduate Program Coordinator.

### Semester You Expect to Graduate (please check one):

- December/Fall Yr. \_\_\_\_\_  May/Spring Yr. \_\_\_\_\_  August/Summer Yr. \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle Maiden

Laker ID#: \_\_\_\_\_ Academic College: \_\_\_\_\_ Degree: \_\_\_\_\_

Address: \_\_\_\_\_  
Street (include apartment number) City State Zip

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Please print legibly exactly how you would like your name to appear on your diploma

Note: If the information above is either a new address or phone number, you must also change it in the DUCK. Clayton State University can not assume responsibility for delivery of diplomas if the address on record has not been updated. Diplomas will be available for pick up approximately eight (8) weeks after the commencement ceremony. Diplomas may be picked up at the School of Graduate Studies.

### Commencement Ceremony Information (please check one):

- I plan to attend the commencement ceremony.  
You will be required to confirm your attendance approximately six weeks prior to the commencement ceremony.
- I **do not** plan to attend the commencement ceremony.  
If you indicate that you will not attend the commencement ceremony, no provision will be made for your seating.
- Check here if you do not wish to have your name printed in the commencement program.

Graduate Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate Program Coordinator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Graduate Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_