

GRADUATION

Listed below are the deadlines for upcoming graduations:

<u>Graduation Date</u>	<u>Petition Filed with Graduate Office</u>	<u>Final Grades and Clearance Form</u>
July 10, 2009	May 15, 2009	June 18, 2009
September 11, 2009	July 7, 2009	August 21, 2009
November 13, 2009	September 11, 2009	October 30, 2009
January 8, 2010	September 11, 2009	December 18, 2009
May, 2010	January 29, 2010	May 1, 2010

The original of your completed form must be delivered to the Graduate Office in McN-104, by fax at 215-895-1185 or by email to a.annunziato@usp.edu by the deadline date. You may include a separate sheet of paper stating the title of your dissertation or thesis. We will forward a copy of your petition to the Registrar. Petitioners must be matriculated graduate students at the time they submit their forms to the Graduate Office. Under no circumstances will these deadlines be waived.

Reminders

1. Be sure to notify the Graduate Office at the address below of any change in your mailing address or in the title of your dissertation/thesis.
2. There is one Commencement Ceremony in May.
3. You will receive a letter from the Dean of the College of Graduate Studies when you have completed all requirements, verifying that you are eligible to graduate.
4. If you are unable to meet the deadlines for your original graduation date, you will be listed as a candidate for the next graduation
5. All matriculated students must register for a minimum of one didactic or research credit or in absentia each semester to remain an active student, and are required to register for a minimum of one credit during their terminal semester. Your terminal semester is defined as the semester in which you complete all degree requirements – not the semester when you receive your diploma.

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 600 South 43rd Street, Box 98
 Philadelphia, PA 19104
 215-596-8926
 FAX 215-895-1185
 Email: a.annunziato@usp.edu

**COLLEGE OF GRADUATE STUDIES
PETITION TO GRADUATE**

Submit completed forms to College of Graduate Studies
(215-895-1185), email (a.annunziato@usp.edu), or in person to McN-104

Anticipated graduation: ___ January ___ May ___ July ___ September ___ November

ID # _____ Program: _____ Degree: ___ Ph.D.* ___ M.S. (thesis)* ___ M.S. (non-thesis)

Print your name as you would like it **printed on your diploma** and the Commencement Program:
(Note: To reflect a name change for all of your University records, you must file a name change form with the Registrar's Office.)

LAST _____ FIRST _____ MIDDLE _____

Print the **phonetic** pronunciation of your name as you wish it announced at Commencement:

LAST _____ FIRST _____ MIDDLE _____

___ YES, I plan to participate in the May 2010 Commencement Ceremony. I will attend rehearsal or forfeit my right to participate in the graduation exercises.

___ NO, I will not participate in the May 2010 Commencement Ceremony.

Your mailing address in May _____

*Title of your dissertation or thesis as it should appear on your transcript and in the Commencement Program (you may attach an additional sheet with this information):

___ Female ___ Male Height: ___ ft ___ in Weight: _____ lbs
Cap: ___ One size fits all ___ I need a larger size

Media release: Complete this section only if you would like a press release sent to your hometown newspaper.

Home City and State _____

Newspaper Name, City and State _____

I understand I am required to satisfy all degree requirements by the announced deadlines.

Signature (Petitioner must sign)