Applications may be fax	ed (716-839-8343), maile	d (Registrar's Office, D	aemen College, 4380 Main		T'S SIGNATURE AND DATE OF SIGNATURE INDICATED.  delivered to the Registrar's Office (Duns Scotus #123). Once  formation on graduation.
DEGREE: Check one: MAJOR/PROGRAM:		□ MASTER	□ DOCTORATE	□ BACHELOR AND MAST	TER
ON FILE AT THE CONC	LUSION OF (check one	AND indicate year ):	HING AND ALL CLINICAL _ (May degree conferral) R		OF THE PROGRAM), AND ALL DOCUMENTATION WILL BE _ (September degree conferral)
YEAR □ I am a Canadi	an student in one of the	YEA Education Weekend pro	.R ograms □lam	YEAR a veteran or am currently se	rving in the armed forces
MY NAME AS IT S wish to have your n	SHOULD APPEAR ON TH ame listed differently than the	E DIPLOMA: Print one I	etter in each space. Leave a academic record, you must a	space blank if a space is require	d. All letters will be capitalized unless otherwise indicated. If you nent which verifies the name change, i.e., marriage certificate, divorce e printed until the legal documentation is submitted to the Office of the
(FIRST NAME)	]				
/ / / / (MIDDLE OR MAIDEN N	/// AME)		<u>                                     </u>		
///////			<u>                                     </u>		
					! weeks after degree conferral.)*
(Street Address)	TOOK DIFLOWIA SHO	OLD BE MAILED . (	(City)	(State)	(Zip)
LOCAL/CELL PHONE	NUMBER		PERI	MANENT PHONE NUMBER	R:
EMAIL (your Daemen email account):  CONFIRMATION OF RECEIPT OF YOUR APPLICATION:  Shortly after your application is received in the Registrar's office, you will receive confirmation of its receipt EXCLUSIVELY TO YOUR DAEMEN EMAIL ACCOUNT. If you do not indicate a Daemen email account above, no confirmation will be released. If you do not know your account name, email or call the Office of Academic Computing Services (computing@daemen.edu. 716-839-8348). Confirmation assures you that the Registrar's office has received your application, and that you have been tentatively added to the list of prospective graduates, and that your record will be reviewed to determine your status for graduation. RECEIPT OF CONFIRMATION DOES NOT CONSTITUTE CLEARANCE FOR GRADUATION/DEGREE CONFERRAL.					
and May degree conferrals 2. Official documentation for Daemen Registrar has not credit is an OFFICIAL TRA as such and arrive in a sea change form bearing the In	egree requirements must c ; by early June for Septem or all completed coursewor received such documental NSCRIPT(S) from the insti led envelope with the seal structor's signature and th	ber degree conferrals. S k must be received by the ion by that time, the stud tution(s) granting credit. unbroken. Documentati e student's final grade.	Students who do not file an a e Registrar NO LATER THA lent will <u>NOT</u> be allowed to Faxed transcripts are <u>NO</u> on for Daemen College cou	application will not be reviewed AN NOON ON THE TUESDAY graduate/have the degree conf acceptable. Hand-delivered rsework (including grade change)	Applications must be filed by the first week of October for January for clearance for graduation and therefore will not graduate.  PRIOR TO COMMENCEMENT/DEGREE CONFERRAL. If the ferred**. Documentation for transfer credit or cross registration of official transcripts are acceptable provided that they are marked ges and Incomplete grade changes) is the completed grade  anges contact their instructor to assure that he/she has
4. Daemen College's <b>RES</b> SEMESTER'S COURSEW Off-Site program students i CREDIT, since possible de	IDENCY REQUIREMENT ORK (whether full or part to in their final semester are a lays in receiving official tra Registrar has not receive	stipulates that ALL PRO ime) in residence, i.e., A dvised AGAINST CROS nscripts from the other c	SPECTIVE GRADUATES T DAEMEN COLLEGE. Co S REGISTRATION AND/O olleges/universities will posi	ursework completed through the COMPLETEING COURSEW pone the student's graduation.	al.  men's structured off-site program) MUST COMPLETE THE FINAL ne cross registration program is NOT considered in-residence.  YORK AT OTHER INSTITUTIONS AS POTENTIAL TRANSFER  (degree conferral. (Refer to #2 above for details regarding official ENT/DEGREE CONFERRAL, the student will NOT be allowed to
5. Final credit evaluations The Registrar's Office is t recommended that applic 6. Transcripts or any docur satisfied.	are completed for all applice the only College departments run their evaluation ment which is generally ac	ent with the authority to on WebAdvisor; shou	o verify completion of deg ld they see any problems	gree requirements. As this re with their status for graduati	his/her status for graduation via his/her Daemen email account. view will take place after the drop/add period, it is strongly on, they should contact the Registrar's office immediately. dent whose financial obligation to the College has not been
catalogue/Graduate Bulletin 3. College and Academic	ements of your degree pro mic Departmental requir n/website for definition of in Departmental GPA requi	ements for graduation in residence coursework rements must be satisf	AND your Department Chai ied. College requirement	r for departmental requirement : Achievement of a minimum o	credits in-residence, i.e., at Daemen College (Consult the on line s which differ from the 30 credit in-residence policy.) f 2.00 cumulative grade point average for undergraduate programs partment Chair for departmental GPA requirements.)

I have read this form and understand College policies as stated in this document. (THIS FORM WILL NOT BE PROCESSED WITHOUT THE STUDENT'S SIGNATURE).

STUDENT'S SIGNATURE DATE OF SIGNATURE

<sup>\*</sup>Diplomas for May degree conferrals are distributed at the Commencement ceremony. Diplomas for January and September degree conferrals are mailed to the address completed on this form

<sup>\*\*</sup>Although graduation/degree conferral cannot occur until <u>ALL</u> degree requirements are satisfied, there are instances when a non-graduating student may be allowed to WALK in the Commencement ceremony and participate in related activities. Specific regulations and deadline dates apply. Consult the Registrar's web page or call the office for full details (<a href="http://www.daemen.edu/offices/registrar">http://www.daemen.edu/offices/registrar</a> 716-839-8214)