



Office of Admissions & Records

# Application for Graduation

*Applications for graduation from undergraduate programs are accepted until the last day of late registration for the graduation term. Appeals to the application deadline are accepted at the Office of Admissions & Records until the last day of the graduation term.*

Name \_\_\_\_\_ NSHE ID \_\_\_\_\_

**Instructions:**

- Submit an Application for the term in which you will complete your graduation requirements. A graduation fee will be added to your MyNevada account. If the fee remains unpaid, a hold will be placed in MyNevada.
- At the end of the current semester, if your Academic Advising Report shows all requirements satisfied, your degree will be posted on your transcript, and your diploma will be mailed to you.
- No degree will be posted if your Academic Advising Report is **NOT** complete. In which case, you must submit another Application for Graduation for the term in which you will complete all degree requirements.
- Graduation commencement ceremonies are conducted in May and December, and you may opt to participate in either one of these ceremonies.

**Current Contact Information:**

Mailing Address \_\_\_\_\_  
Street Address
City
State
Zip Code

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

**List the program/plan in which you are applying to graduate:**

(If there are multiple programs/plans please list them both):

Program/Plan \_\_\_\_\_ Catalog Year \_\_\_\_\_

Program/Plan \_\_\_\_\_ Catalog Year \_\_\_\_\_

1. I am submitting this Application for Graduation for:

Select One:  May  August  December Year \_\_\_\_\_

2. **Initial** \_\_\_\_\_ I understand that if I do not graduate at the end of the current term, I must submit a new graduation application for the term in which I will complete all requirements. I understand that the graduation application fee is due with each submission.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

Approved  Denied Evaluator \_\_\_\_\_ Date \_\_\_\_\_