NORTH PARK UNIVERSITY
Student Administrative Services

UNDERGRADUATE GRADUATION APPLICATION

STUDENT SECTION (please print)

COMPLETE STUDENT SECTION • MEET WITH ADVISOR TO COMPLETE ACADEMIC CLEARANCE SECTION • RETURN FORM(S) TO STUDENT SERVICES, MAIL TO BOX 9, or FAX: 773-244-4954

Date of Application: _____

Name _____ **ID#** _____
LAST FIRST MI

Address (to which graduation information/instructions should be sent during your final term)

_____ _____
STREET TELEPHONE NUMBER

_____ _____
CITY STATE ZIP EMAIL ADDRESS

Name (***Exactly*** as you want it to appear on your diploma) _____
FIRST MIDDLE LAST

Address (**to which diploma should be sent 10 weeks after graduation**) ❑ Same as above

_____
STREET

_____
CITY STATE ZIP

Are you currently enrolled at North Park? ❑ Yes ❑ No (If no, date last attended: _____)

Degree: ❑ Bachelor of Arts ❑ Bachelor of Science ❑ Bachelor of General Studies
❑ Bachelor of Music ❑ Bachelor of Music Education

Major(s):_____ _____

Date you expect to complete your degree: ❑ December ❑ May ❑ August **Year:** _____

In which commencement do you plan to participate?** ❑ December ❑ May **Year:** _____

Cap & Gown Info: Height _____ **Weight:** _____

****To be eligible to participate in a commencement ceremony, ALL courses must be completed and degree requirements must be met.** Students completing degree requirements in **August** have the option to participate in the following December ceremony or the following May ceremony. Students completing degree requirements in **December** have the option to participate in the December ceremony or the following May ceremony.

ACADEMIC CLEARANCE (meet with your advisor to complete)

Indicate student's progress toward graduation. 1) Check box *only if* requirements are complete or if student is currently registered for all requirements needed. 2) List any requirements that are lacking.

- ❑ General Education _____
- ❑ Total Semester hours (120 minimum)_____
- ❑ Comprehensive Exam(s)_____
- ❑ First Major_ _____
- ❑ Second Major_____
- ❑ Waivers/Substitutions (if applicable) _____

_____
First Major

_____
Advisor's Signature

_____
Second Major

_____
Advisor's Signature

Important Info!!

****Please attach a *Transfer of Major Courses* form if you've transferred in major courses or department approval documentation if you have any class waivers and/or substitutions! (Not doing so will delay your graduation clearance.)**

****You will receive graduation clearance and commencement info via email throughout the year at your NPU address. Make sure to check it often and/or provide another valid email address. All graduating students are assessed a $150 graduation fee in the semester they are graduating, please contact Student Services ASAP if you change your graduation date after you have already submitted your application.**

RECORDS OFFICE USE ONLY:

Cleared for Graduation: ❑ **YES** ❑ **NO** **DEGREE POSTED ON:** _____ **FINAL GPA:**_____ **HONORS:** _____