



THE UNIVERSITY *of*
NEW MEXICO

GRADUATION COURTESY POLICY REQUEST

The Office of Graduate Studies offers a graduation Courtesy Policy described below. In order to notify OGS and your department of your intent to utilize this courtesy please fill out this form.

University regulations require that the student must be enrolled and complete a minimum of one hour of graduate credit in the term they complete degree requirements. Should the student miss the graduation deadline (July 15 for summer graduation, November 15 for fall graduation, April 15 for spring graduation), but complete all degree requirements on or before the last day of that term, the student is not required to register for the next (graduation) term. The degree program must submit the student's name on the proposed graduation list for actual term of graduation.

Name: _____

UNM ID: _____

Address: _____

Phone: _____

By signing this form I am certifying that I have read the Courtesy Policy as described above and that all the requirements for my degree have been met by the last day of the term immediately preceding my intended term of graduation (_____). I have informed my department/graduate unit of my intent to graduate. Year/Term

Student signature

Date