

GENERAL INFORMATION

- Notes: (a) *Please advise the Registrar's Office of changes in name, address or phone number. ANY CHANGE in your graduation status necessitates filing a CHANGE of Graduation Application form with the Registrar's Office. (see below)
- (b) If you have indicated you will not attend graduation exercises, no provisions will be made for your seating.
- (c) Rehearsal and cap and gown information will be mailed to you two weeks prior to graduation exercises.
- (d) GRADUATION WITH HONORS will be based on a cumulative GPA calculated on University of North Alabama work **ONLY**, including the last semester of work.
- (e) Failure to graduate in semester specified may result in a fee for a dated diploma of \$3.50.



CHANGE OF GRADUATION APPLICATION DATA

*Any change in your graduation status necessitates filing a "CHANGE OF GRADUATION APPLICATION" form with the UNA Office of the Registrar, Room 119, Bibb Graves Hall.

Name _____ Social Security Number _____

Please check if this is a new address

Address _____

City _____ State _____ Zip _____

Home Phone _____ Business Phone _____

1. CHANGE OF GRADUATION DATE

Please change my graduation date as follows:

FROM:

August/Summer 20 _____

December/Fall 20 _____

May/Spring 20 _____

TO:

December/Fall 20 _____

May/Spring 20 _____

August/Summer 20 _____ (answer No. 5 below)

2. CHANGE OF NAME REQUESTED ON DIPLOMA — \$20 fee after diplomas have been ordered.

Please change my name from _____

To (as it will appear on diploma) _____

3. CHANGE OF DEGREE APPLIED FOR — \$5.00 fee*

Please change my degree from _____ to _____

*Must be submitted by application deadline date for the semester you plan to graduate.
Failure to graduate in semester applied for may result in a fee for a dated diploma of \$3.50.*

4. CHANGE OF MAJOR AND MINOR — \$5.00 fee*

Please change major(s) from _____ to _____

Please change minor(s) from _____ to _____

**If you change the catalog year, degree, major or minor you must pay the \$5.00 fee for a new check sheet.*

5. TO BE COMPLETED **IF SUMMER GRADUATE:**

a. Mail my diploma to me on Monday following the close of the summer term.

b. I will participate in the following December commencement and receive my diploma at that time.



Signature _____ Date _____

Student