

APPLICATION TO PARTICIPATE IN A LATER COMMENCEMENT CEREMONY

Please submit this form by mail or in person to:

University of Central Missouri - Office of the Registrar & Student Records, Ward Edwards, Suite 1000

or by e-mail or fax to: graduation@ucmo.edu or FAX (660) 543-8400

This form must be submitted by the following deadlines:

To walk in the May commencement ceremonies: **March 1**
To walk in the December commencement ceremonies: **October 1**

This application is for students who are unable to participate in the commencement ceremony of their degree completion term and would like to participate in a later commencement ceremony **within one calendar year after degree conferral date.** For example, if you completed your degree in May 2024, you are eligible to “walk late” in either December 2024 or May 2025.

You may only submit this form once and may not change your “walk late” date after submission.

This application will only be accepted for students who have already applied and been approved for graduation. If you have not yet applied for graduation, please do so first. It will take 2-3 weeks to receive the review of your graduation application. After you have received the results of your graduation application you may proceed with this application.

Students whose requests are approved will be charged a non-refundable \$50 “walk late” fee per semester after the term of degree conferral.

UCM offers two commencement ceremonies per year, May and December. Per UCM policy, students are invited to participate in the graduation ceremony offered at the end of their last term of coursework. **Students graduating in the summer semester are included in the May commencement ceremony.** Summer graduates who prefer to “walk late” in the December ceremony following their graduation and any fall or spring graduates applying to walk in a later term should fill out this form.

Please PRINT Clearly

Student Number: 700_____

First Name(s): _____

Last Name(s): _____

Phone: (____) _____ E-mail: _____@ucmo.edu

Degree: _____ Major: _____

Please read the bullets on back of page and sign/date form.

Graduation Semester (the term you are completing/have completed your requirements):

Spring (May) Summer (August) Fall (Dec.)

Year: 20_____

Choose the month/year of the Commencement Ceremony you would like to participate in:

Spring/Summer (May) Fall (December)

Year: 20_____

I understand that:

- ***I may only submit this petition once. I may not change my “late walk” semester to another semester after submission of this form. I will only be approved to late-walk one time.***
- *this does not change my graduation (degree conferral) date. I will have my degree conferred during the semester in which I complete all degree requirements.*
- *my name will appear in the printed Commencement Program of my actual term of graduation and in the semester I “walk late” only if the graduation application and late walk petition was submitted in time for program printing.*
- *my diploma will be mailed to me 6-8 weeks after my degree conferral date, not after I walk in a ceremony.*
- *my transcript will show that I have completed my degree on my conferral date, not on the date that I walked in a ceremony.*
- *I must submit this form prior to the deadline to the Registrar’s Office in order to be considered for late walk.*
- *I understand that I will be charged a non-refundable \$50 “walk late” fee per semester after the term of degree conferral.*

Student Signature

Date

For Office Use Only

Reviewed by:_____

Approved____Denied____Date:_____

☐ Added to spreadsheet ☐ Made note on audit ☐ E-mailed student ☐ Note added in SIS

☐ Fee charged to student account