PETITION TO GRADUATE

Due March 15 for May Graduation
Due October 15 for December Graduation

In order to be considered for degree clearance at the end of the term, SUNY Delhi students who have met all degree/certificate requirements and wish to graduate must complete this Petition to Graduate form.

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PRINT NAME: FIRST, MIDDLE, LAST

_____ _____

STUDENT ID # (800#) MONTH & YEAR OF GRADUATION

_____ _____

DEGREE/CERTIFICATE & MAJOR (EX: AAS – Gen Studies) LAST SEMESTER & YEAR ENROLLED

STUDENT CHECKLIST:

- Printed CAPP Degree Evaluation (directions: www.delhi.edu/academics/registrar/capp.php)
- Meet with Academic Advisor & obtain signature
- Please sign and return to the Office of Records and Registration, SUNY Delhi, 124 Bush Hall, Delhi, NY 13753.
- Students graduating in abstentia, who have completed the petition to graduate, are exempt from submitting a CAPP evaluation.

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STUDENT SIGNATURE EMAIL ADDRESS DATE

ADVISOR CHECKLIST – Please check one:

- After review I have confirmed through CAPP that the student satisfies graduation requirements.
- If CAPP is showing **NOT MET** in areas – please provide a brief explanation as to how the student's degree requirements are being satisfied.

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ACADEMIC ADVISOR SIGNATURE DATE

Advisors and Students -- PLEASE NOTE:

- Information regarding the commencement ceremony can be found at www.delhi.edu/academics/commencencement
- If you are short 6 credits or less and wish to walk – **DO NOT USE THIS FORM**! Contact your division secretary for walking at commencement.
- After final grades are processed, degree clearance review will begin. If you do not meet degree requirements for the semester you apply – YOU WILL NEED TO FILL OUT A NEW PETITION FOR THE TERM IN WHICH YOU DO MEET DEGREE REQUIREMENTS.
- Diplomas will be mailed to the PERMANENT address. Please be sure that address is correct.

Date Received in Records & Registration _____ Processed By _____