



**Return this form to:**

**Office of Graduate Education**

2199 S. University Blvd. Denver, CO 80208

Phone 303-871-2706 | [gradservices@du.edu](mailto:gradservices@du.edu)

## Request to Participate in Commencement Ceremony for Students not Graduating

This form must be submitted no later than two weeks prior to the date of commencement. Read the full policy [here](#).

Name: \_\_\_\_\_

DU ID #: \_\_\_\_\_

DU Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Requirements for “walking” in spring ceremony (June):

- You must be a graduation candidate for the subsequent summer quarter.
- You must be within 1 course (max. 5 credits) of completing your degree, including resolving any incomplete grades.
- You must be registered for your final requirements in the summer interterm or in summer quarter.
- You must have completed or be on-track to complete all non-course degree requirements (e.g., comprehensive examination, practicum, major research paper) by the end of the summer quarter, which will be confirmed by your department to our office. Please note that when a student is registered for an internship course, the internship is considered to be a course-related degree requirement, and the candidate must be within 5 credit hours of degree completion.
- If a thesis or dissertation is required for the degree, you must complete your defense by the deadlines for the subsequent summer quarter. The defense date must be on file with the Office of Graduate Education.

### Requirements for “walking” in summer ceremony (Aug.):

- You must be a graduation candidate for the subsequent fall quarter.
- You must be within 1 course (max. 5 credits) of completing your degree, including resolving any incomplete grades.
- You must be registered for your final requirements in or before the subsequent fall quarter.
- You must have completed or be on-track to complete all non-course degree requirements (e.g., comprehensive examination, practicum, major research paper) by the end of the fall quarter, which will be confirmed by your department to our office. Please note that when a student is registered for an internship course, the internship is considered to be a course-related degree requirement, and the candidate must be within 5 credit hours of degree completion.
- If a thesis or dissertation is required for the degree, you must complete your defense by the deadlines for the subsequent fall quarter. The defense date must be on file with the Office of Graduate Education.

#### Choose one:

I meet the requirements described above and request to walk in the SPRING commencement ceremony.

I meet the requirements described above and request to walk in the SUMMER commencement ceremony.

I plan to complete my degree requirements in (term/year): \_\_\_\_\_

Continued on following page.

**You must be registered or scheduled for your final requirements** before you can receive permission to “walk” in the commencement ceremony. Please indicate the remaining requirements you need to fulfill and the term in which you have registered or the scheduled date of completion.

Course number and title:

You must be within 1 course (max. 5 credits) of completing your degree.

Term registered for course listed above:

Non-coursework requirement(s):

Expected completion date of non-coursework requirement(s):

### **Student Certification**

**I understand that participation in the commencement ceremony does not certify clearance for graduation. I also understand that I am only walking in the ceremony and that my degree will be awarded at the time that all degree requirements have been completed. I also understand that my name may not appear in the commencement ceremony program in which I am walking.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Advisor Certification**

**As the advisor of the student above, I certify that to the best of my knowledge the above student certification statement is true and that they are expected to have all degree requirements completed by the term selected and meet the eligibility requirements to walk in the requested commencement ceremony.**

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_