



Complete the attached form to apply for graduation or apply online through the Graduation tab of your My Suffolk account at [www.suffolk.edu/mysuffolk](http://www.suffolk.edu/mysuffolk).

**Please note:**

Students completing a Certificate Program do not need to fill out this form. Please fill out the Application for Certificate form available at the Registrar's Office.

**Announcements regarding graduation will be sent to your Suffolk University email account. Be sure to check this frequently for important graduation information.**

**Degree Dates and Application Deadlines:**

Certificate Date	Application Dates
January, 2012	October 1, 2011
May, 2012	February 1, 2012
September, 2012	July 1, 2012

*(Petitioning to attend the May Commencement Ceremony)*

September, 2012	February 1, 2012
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The degree date is September 2012 for students enrolled in the MSF Third Quarter 2012 or any course that finishes after May 7, 2012.

**Commencement Ceremony**

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Graduate Commencement Exercises will take place on Saturday, May 19, 2012. Undergraduate Commencement Exercises will take place on Sunday, May 20, 2012. Information regarding dates, times, location, number of tickets and regalia distribution will be sent via postal mail or sent to your Suffolk email address by the Office of Student Affairs. Invitations, tickets and instructions will be distributed at the same time as the caps and gowns.

**Student Accounts Clearance**

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Students who have outstanding indebtedness to the University may not be eligible to attend the Commencement Ceremony, receive verification of their Suffolk degree, obtain official transcripts or receive their diploma until the debt is paid in full.

**University Policy Pertaining to Petitioning to Attend Commencement**

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Students should be allowed to participate in Commencement if they are within three courses or nine credits of fulfilling their requirements for graduation—conditional upon completion of all degree requirements during the subsequent summer sessions. To be eligible to attend, students must also have achieved the required cumulative, major, and minor grade point average.

**September Petitioners**

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Petitioners must be registered for their Summer Session classes by the first of May or the petition will be subject to denial. ***Petitions may be denied (or prior approval may be revoked) based on final spring grades.*** Upon successful completion of summer courses, degrees of petitioners will be awarded the third week of September.

Please read and complete each section carefully and sign at the bottom before submitting to the Registrar's Office.

**A** Print your full name as you wish it to appear on your diploma as well as other documents pertaining to graduation:

*Please note: credentials will not be listed after name.*

**B** Check appropriate Degree Date:

January, 2012    May, 2012    September, 2012

**September Petitioner** (see note below)\*

\* Checking September Petitioner indicates that you are within 3 courses of completing your degree requirements and you would like to attend the Commencement in May. Degrees for September Petitioners will be awarded in September based on completing your remaining coursework by August 17, 2012.

**D** Commencement Information

**Graduates:** Will you attend Commencement Exercises on Saturday, May 19, 2012?    Yes    No

**Undergraduates:** Will you attend Commencement Exercises on Sunday, May 20, 2012?    Yes    No

**Undergraduate & Graduate Students:**

Please list your hometown for placement in the Commencement Program: \_\_\_\_\_

**C** Address After Graduation:

Complete the address information below. Diplomas will be mailed to this address for all January and September graduates as well as May graduates who do not attend the ceremonies.

Street \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Home Phone \_\_\_\_\_

Business Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

All correspondence regarding graduation will be sent to your Suffolk email account. If you need assistance accessing your account, please contact the Help Desk at 617-557-2000 or helpdesk@suffolk.edu

Check this box if the above address is different from your current address.

**E** Please check the degree you are applying for:

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|---|--|--|
| <input type="checkbox"/> AA Associate in Arts   | <input type="checkbox"/> MED Master of Education   | <input type="checkbox"/> MSEC Master of Science in Economics   |
| <input type="checkbox"/> AS Associate in Science  | <input type="checkbox"/> MED/CRT Master of Education/Certificate   | <input type="checkbox"/> MSEP Master of Science in Economic Policy   |
| <input type="checkbox"/> BA Bachelor of Arts  | <input type="checkbox"/> MHA Master of Health Administration   | <input type="checkbox"/> MSIE Master of Science in International Economics   |
| <input type="checkbox"/> BFA Bachelor of Fine Arts  | <input type="checkbox"/> MPA Master of Public Administration   | <input type="checkbox"/> *MSIE/JD Master of Science in Int'l. Economics/<br>Juris Doctor                                   |
| <input type="checkbox"/> BS Bachelor of Science   | <input type="checkbox"/> *MPA/JD Master of Public Administration/<br>Juris Doctor                                    | <input type="checkbox"/> MSCJ Master of Science in Criminal Justice  |
| <input type="checkbox"/> BSE Bachelor of Science in Engineering   | <input type="checkbox"/> MS Master of Science  | <input type="checkbox"/> MSCJ/MSHMC Master of Science in Criminal<br>Justice/Master of Science in Mental Health Counseling |
| <input type="checkbox"/> BGS Bachelor of General Studies  | <input type="checkbox"/> MSA Master of Science Accounting  | <input type="checkbox"/> MSPS Master of Science in Political Science   |
| <input type="checkbox"/> BSJ Bachelor of Science in Journalism  | <input type="checkbox"/> MSA/GDPA Master of Science in Accounting/<br>Graduate Diploma in Professional Accounting    | <input type="checkbox"/> MSEPP Master of Science in Ethics and Public Policy   |
| <input type="checkbox"/> BSBA Bachelor of Science in Bus. Administration  | <input type="checkbox"/> MSCS Master of Science in Computer Science  | <input type="checkbox"/> MST Master of Science in Taxation   |
| <input type="checkbox"/> GMBA Master of Global Business Administration  | <input type="checkbox"/> MSEP Master of Science in Economic Policy   | <input type="checkbox"/> PhD-Clinical Psychology, Doctor of Philosophy in<br>Clinical Psychology                           |
| <input type="checkbox"/> MA Master of Arts (Communication)  | <input type="checkbox"/> MAID Master of Arts in Interior Design  | <input type="checkbox"/> PhD-Economics, Doctor of Philosophy in Economics  |
| <input type="checkbox"/> MAWH Master of Arts in Women's Health  | <input type="checkbox"/> MPA/MSPS Master in Public Administration/<br>Master of Science in Political Science         | <input type="checkbox"/> MPA/MSMHC Master in Public Administration/<br>Master of Science in Mental Health Counseling       |
| <input type="checkbox"/> MAGD Master of Arts in Graphic Design  | <input type="checkbox"/> MPA/MSMHC Master in Public Administration/<br>Master of Science in Mental Health Counseling | <input type="checkbox"/> Other _____   |
| <input type="checkbox"/> MAP Master of Arts in Psychology   | <input type="checkbox"/> MSCJ/MPA Master of Science in Criminal<br>Justice/Master in Public Administration           | Major/Track (undergraduates only): _____   |
| <input type="checkbox"/> MBA/GDPA Master of Business Administration/<br>Graduate Diploma in Professional Accounting | <input type="checkbox"/> MSCRT Master of Science/Certificate   | Minor (if applicable): _____   |
| <input type="checkbox"/> MBA Master of Business Administration  | <input type="checkbox"/> MSF Master of Science Finance   | Concentration (graduate students only): _____  |
| <input type="checkbox"/> MBA/MSA Master of Business Administration/<br>Master of Science in Accounting              | <input type="checkbox"/> MSHMC Master of Science in<br>Mental Health Counseling                                      |  |
| <input type="checkbox"/> MBA/MST Master of Business Administration/<br>Master of Science in Taxation                | <input type="checkbox"/> *MSF/JD Master of Science Finance/Juris Doctor  |  |
| <input type="checkbox"/> MBA/MSF Master of Business Administration/<br>Master of Science in Finance                 | <input type="checkbox"/> MSFSB Master of Science Finance Serv. & Banking   |  |
| <input type="checkbox"/> *MBA/JD Master of Business Administration/<br>Juris Doctor                                 |  |  |

\* Joint degree candidates must also complete a degree application with the Law Registrar's office.

I realize that degree requirements as well as any financial obligations must be completed prior to the award of the degree mentioned above. If I am petitioning to attend the Commencement Ceremony, I realize that I must register for and/or complete my remaining degree requirements by the end of Summer Sessions 2012.

Signature \_\_\_\_\_ Student ID Number \_\_\_\_\_ Date \_\_\_\_\_