

## Request to Change Graduating Term

UNDERGRADUATES ONLY

Graduate students must contact the Graduate School regarding any changes to graduation date.

Student ID: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
PLEASE PRINT

TWU E-mail: \_\_\_\_\_

I understand that I can only roll over my application to the next available graduation term. (May to August / August to December / December to May) This is my (select one) \_\_\_first\_\_\_second time to roll over my graduation application. I understand that I am permitted to roll over my graduation application no more than twice. If I want to make changes to my graduation date after my second roll over, I must withdraw my graduation application, reapply for graduation, and pay the application fee again.

I am requesting to **roll over** my:

\_\_\_ May \_\_\_(yr) graduation application to August \_\_\_(yr).

Select one:

- I want to roll over my completion term but still participate in the upcoming May commencement ceremony.
- I want to roll over my completion term to August and my commencement ceremony participation to December.

\_\_\_ August \_\_\_(yr) graduation application to December \_\_\_(yr).

Select one:

- I want to roll over my completion term but still participate in the upcoming May commencement ceremony. (Only applicable if I originally applied to participate in the May ceremony.)
- I want to roll over both my completion term and my commencement ceremony participation to December.

\_\_\_ December \_\_\_(yr) graduation application to May \_\_\_(yr).

Students rolling over their December graduation application to May must participate in the May ceremony.

I acknowledge that this form must be received by the Registrar's Office no later than 4 weeks prior to the end of the graduating term in order to be exempt from paying the graduation application fee again. After that deadline, to change my graduation date I must submit a Graduation Application Withdrawal Request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*If digitally signed, form must be submitted via student's TWU e-mail address