



Undergraduate Application for Degree and Certificate Conferral

Students will use this form for late degree awards. Students who did not apply for graduation within the Graduation Clearance System's timeframe should complete this form with the appropriate signatures. Please allow 2-3 weeks for processing of the final audit. Applicants who meet all degree and financial requirements will receive their diplomas via U.S.P.S certified mail delivery. All correspondence regarding degree audit and completion is sent exclusively to the assigned **JSU e-mail** account.

Please clearly print your name exactly (including capitalization) how it should appear on your diploma:

Last Name _____ First Name _____ Middle _____

Student ID _____ JSU Email Address _____ Phone Number _____

Diploma Mailing Address _____ City _____ State _____ Zip _____

Degree: BA ___ BBA ___ BM ___ BMED ___ BS ___ BSED ___ BSW ___

1st Major _____ Concentration _____ Minor _____

2nd Major _____ Concentration _____ Minor _____

Catalog followed _____

Please check your past conferral date below and review the important guidelines for submission of degree application:

_____ For a conferral date of **May 8, 2021**. All degree requirements must be completed before the degree will be awarded.

_____ For a conferral date of **July 23, 2021**. All degree requirements must be completed before the degree will be awarded.

_____ For a conferral date of **December 10, 2021**. All degree requirements must be completed before the degree will be awarded.

_____ For a past conferral date, all degree requirements must be completed before the degree will be awarded.

Enter date here: _____

Student Signature _____

Date _____

Advisor Signature _____

Date _____

Chair Signature _____

Date _____

Dean Signature _____

Date _____

Please return this form to the Office of Registrar and Records via the methods noted below:

Processed by: _____ Date _____

Revised: 10/26/21