

**Temple University
Petition for Non-graduates to Attend
University Commencement and/or School Graduation Ceremonies**

INSTRUCTIONS

Commencement is intended to be a University-wide celebration of the completion of your degree. Following commencement, schools and colleges hold separate ceremonies to celebrate the graduation of their students. We recognize that due to extenuating circumstances, students who have not yet completed all degree requirements may wish to participate in these ceremonies. These guidelines outline the circumstances under which undergraduate students may be allowed to participate.

Students who meet the requirements listed below may receive permission to participate in commencement activities:

1. After reviewing current registration, student must be **within two courses or eight credit hours** of meeting their degree requirements; this status must be verified by the Academic Advising Center.
2. **Petitions must be submitted by the due date posted on the Academic Calendar:**
<http://www.tuj.ac.jp/ug/academics/semester-info/calendar/index.html>
3. Students may participate in commencement ceremonies *only once*. Students with an approved petition to participate in commencement ceremony as a non-graduate forfeit their right to participate when they actually complete their degrees, even if they do not attend the ceremony for which their petition was approved.

Students who meet the criteria listed above must submit this petition to the Academic Advising Center.

Petitions will be reviewed for adherence to the criteria listed above; students will be notified of the decision via TUmail.

NOTE: Students remain responsible to register for the commencement by following an instruction from the Dean's Office of TUJ.

Temple University Petition for Non-graduates to Participate in Commencement Ceremonies

Name: _____ TU ID: _____

Local Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____@temple.edu

Please list your remaining academic requirements

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I understand that if I receive permission to participate in Temple University Commencement activities, even though I have not completed one or more of the requirements necessary to graduate, I will NOT officially graduate until I resolve/complete all outstanding requirements.

I understand that inclusion on a future graduation list is not automatic and that I will submit a graduation application for the upcoming semester based on the deadlines required by my college or school. I further understand that my graduation date will NOT be retroactive and will correspond to the upcoming semester in which I successfully complete all outstanding requirements and have applied for graduation.

I understand that it is my responsibility to inform my employer that I have not graduated if my employment is contingent upon conferral of my degree.

I understand that if approved to attend my College/School Commencement Ceremony prior to my actual graduation, I forfeit my right to attend a future College/School Ceremony when I complete my degree requirements.

I understand that my name may not appear in either the University or College/School Commencement Books and that I will NOT receive a diploma at this time.

Student's signature Date
(Signature unnecessary if form is sent to aac@tuj.temple.edu from student's Temple e-mail)

[Office use only]

Approved Denied _____
Dean or Dean's Designee's signature Date