**Office of the Registrar**

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**Application for Degree**

For a degree to be conferred, this application must be completed and submitted to your school dean prior to the degree application deadline for the semester you apply to graduate. Dual degree applicants must complete a form for each degree.

#### PLEASE PRINT CLEARLY

**OFFICIAL STUDENT NAME WILL APPEAR ON DIPLOMA**

Name

(First) (Middle) (Last)

Term &

Degree School Year

(Bachelor of Arts, PhD, Master of Science, etc.) (Emory College, Theology, Public Health, etc.) (Fall, Spring or Summer when conferred)

Student ID Number Student Signature:

# Academic Plan Information

|  |
| --- |
| 1st Major: |
| *(If applicable, please circle one below)* |
| 2nd Major / Co-major / Certificate / or Minor |
| Name of advisor: |

**Graduation Attendance**

SPRING SEMESTER GRADUATES ONLY:

|  |  |
| --- | --- |
| **Department/School Use** | |
| Primary Plan: |  |
| Secondary Plan: |  |
| Certificate: |  |
| Authorized Signature: |  |
|  | (as determined by school policy) |

Attendance at commencement is obligatory unless your Academic Dean has sent to the Registrar, in advance, special permission for your degree to be awarded in absentia. In this case, the diploma will be mailed at a later date to the “diploma address.” **Students who wish to graduate in absentia must get written permission from their school dean.**

SUMMER OR FALL GRADUATES ONLY:

Your diploma will be mailed to the address listed below.

There are no formal commencement exercises at the end of the summer or fall semesters. If you

choose to participate in the following spring commencement exercises please indicate below:

#### I will participate in the Spring Commencement Exercises.

**Address Information**

**DIPLOMA ADDRESS –Please provide your mailing address.**

This address will be used to mail your diploma for any of the following reasons:

* Rain on Commencement Day
* Summer or Fall Graduates
* Honors Diploma
* Graduating in absentia (with Dean’s permission)

|  |  |  |
| --- | --- | --- |
| Street Address: |  |  |
| City: | State: | Zip: |

|  |
| --- |
| **POST GRADUATION EMAILADDRESS:** |
| **POST GRADUATION TELEPHONE NUMBER:** |

**INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR DEGREE**

**PRINT all information except your signature.**

### **Name for Diploma:** By default, Emory University will print the student’s official name of record on the diploma at the time of graduation, without additional titles, prefixes, or suffixes other than the customary indication of Jr., Sr., II, III, etc. Students first and middle name can be revised for the diploma and commencement program via OPUS. Students wishing an alternate last name on their diploma are advised to consider an official name change.

**Signature:** Please sign the application.

**ID Number:** Please include your ID number.

***Please note: Schools may have additional forms which need to be completed in addition to this application for degree. Contact your school for further details.***

## ALL APPLICATIONS FOR DEGREE MUST BE SUBMITTED TO YOUR ACADEMIC DEAN BEFORE THE DATE LISTED ON THE ACADEMIC CALENDAR. LATE APPLICANTS WILL BE CHARGED A $25.00 LATE APPLICATION FEE.

**\*\*\* LIST OF DEGREES \*\*\***

|  |  |
| --- | --- |
| Associate of Arts | Master of Comparative Law |
| Bachelor of Arts \*\* | Master of Development Practice |
| Bachelor of Business Administration | Master of Divinity |
| Bachelor of Medical Science | Master of Laws |
| Bachelor of Science \*\* | Master of Medical Science |
| Bachelor of Science in Nursing | Master of Music |
| Doctor of Juridical Sciences | Master of Professional Accounting |
| Doctor of Law | Master of Public Health |
| Doctor of Medicine | Master of Religion and Public Life |
| Doctor of Ministry | Master of Religious Leadership |
| Doctor of Nursing Practice | Master of Sacred Music |
| Doctor of Philosophy | Master of Science in Public Health |
| Doctor of Physical Therapy | Master of Science |
| Doctor of Theology | Master of Science in Business Analytics |
| Juris Master | Master of Science in Nursing |
| Master of Arts | Master of Theological Studies |
| Master of Business Administration | Master of Theology |

### \*\* Emory College Students MUST apply for either a Bachelor of Arts degree OR a Bachelor of Science degree. If you are double-major and have completed requirements for both a BA and a BS you MUST choose one OR the other for diploma purposes.