



Graduation Application: Graduate School of Management

Purpose: Used by Graduate School of Management students to apply for graduation after the deadline; or those who anticipate earning multiple degrees (not majors) in the same term.

Student Instructions:

1. Complete Sections 1 & 2 of this form using a computer.
 - a. a handwritten form will **not** be accepted.
 - b. an incomplete form will not be reviewed.
2. Print the form using the 'Print Form' button.
3. Sign the form in Section 3; a digital signature is **not** acceptable.
4. Submit the signed application to the Graduate School of Management for approval.

- Note:**
- a. for multiple degrees/certificates, apply for graduation on CheckMarq first, then use this form for additional programs.
 - b. those who apply after the deadline may not be approved, or if approved, may not receive announcement information or appear in the Commencement Program.

Graduate School of Management Instructions:

1. Review the request and make a determination in Section 4.
2. Notify the student.
3. Scan the signed application to the Office of the Registrar.

Section 1: Student Information

Name _____ MUID _____
Last First Middle

Former Name(s) _____

Address _____
(street address, apt #, city, state, zip code)

Email _____ @marquette.edu

Area(s) of study for which you are applying to graduate using this form _____
(list all including certificates, specializations, etc.)

Section 2: Application Information (complete all)

Diploma name (include suffixes after last name) _____
Enter your name exactly as it should be spelled on your diploma

Phonetic Spelling of full formal name (e.g. Jason Seagull = Jay sun See gull) _____

Announcement Information

Note: The University will send only one commencement announcement to parents, a spouse, or others, unless your parents live at separate addresses. Include prefixes before first name and suffixes after last name.

Indicate the relationship One Parent Two Parents Two Parents Spouse Other
Separate addresses Same address; enter both names on Announcement 1 line; enter address only once

Announcement 1 Name _____

Address _____
(street address, apt #, city, state or country, zip code)

Announcement 2 Name _____

Address _____
(street address, apt #, city, state or country, zip code)

Expected Graduation Term Information

Note: The expected graduation term is the term in which you will complete your degree requirements **and may** be different from the term in which you participate in the Commencement Ceremony.

Expected Graduation Term _____ Expected Graduation Year (YYYY) _____
e.g. fall, spring or summer

Commencement Information

Note: As per the [Commencement](#) policy, choose one of the following:

- I will graduate in spring, summer or fall and participate in the May Commencement Ceremony of the same calendar year.
- I will graduate in summer or fall and participate in the May Commencement Ceremony of the following calendar year.
- I will not participate in any commencement ceremony.



Section 3: Student Statement/Signature

I hereby apply for graduation in the above mentioned Expected Graduation Term/Year and request this application be processed.

Signature _____ Date _____

Section 4: Graduate School of Management

Approved Denied

Signature _____ Date _____