Undergraduate Application for Degree 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 Name_____

Student ID_____ JSU Email Address _____ Phone_____

Diploma Mailing Address_____ City_____ State_____ Zip_____

Check the degree that you will be completing: ☐BA ☐BBA ☐BM ☐BMED ☐BS ☐BSEd ☐BSW ☐B.US
☐ Undergraduate Certificate

Major_____ Concentration_____ Catalog year followed_____

Please check your past conferral date below and review the important guidelines for submission of degree applications. All degree requirements must be completed before the degree will be awarded.

☐ For a conferral date of **April 29, 2023 (Spring 2023).**

☐ For a conferral date of **July 27, 2023 (Summer 2023).**

☐ For a conferral date of **December 08, 2023 (Fall 2023).**

For a past graduation semester not listed; enter semester and/or conferral date here: _____

Student Signature_____ Date_____

Advisor Signature_____ Date_____

Chair Signature_____ Date_____

Dean Signature_____ Date_____

Revised 7/18/2023

Processed by:_____ **Date**_____