

Graduation Re-Application (Bachelor's)

Mail: UNC at Pembroke
Office of the Registrar
P.O. Box 1510
Pembroke, NC, 28372

OR: **Fax:** 910-521-6328

UNCP ID	8	4	0						
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Student Use	
Intended Graduation	TERM / YEAR
Catalog Year	YYYY

Office Use Only	
New Date Change 1	TERM / YEAR
New Date Change 2	TERM / YEAR

Student Information			
<i>Your name will appear on your diploma as it does on your student system records. This form will not update any name changes. If necessary, a name change form must be submitted.</i>			
Last Name	First Name	Middle Name	Suffix (Jr., II, etc.)
Home Number	Cell Phone	All pre-graduation correspondence will be emailed to your BraveMail.	

Diploma Mailing Address		
<i>Your diploma will be mailed to the address shown below:</i>		
Street Address or PO Box		
City	State	Zip Code

Degree Information							
Circle all that apply	BA	BS	BIS	BM	BSN	BSW	2nd Degree
Primary Major				Secondary Major			
Minor 1				Minor 2			
Concentration 1				Concentration 2			

Required Signatures	
Cashier	FEE WAIVED UNTIL FURTHER NOTICE

I have read and understood the instruction sheet. I understand that any changes I make to the above information **must** be communicated to the Registrar's office in person or in writing as soon as possible. Failure to do so may affect my graduation status, and may incur additional charges. I also understand that according to the University Catalog, students must have a minimum GPA of 2.0 overall **AND** in their major field of study in order to graduate.

Applicant Signature		Date	
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INSTRUCTION SHEET

INSTRUCTIONS FOR STUDENTS

Please read and follow carefully.

Step One Fill out Graduation Application completely using **BLACK INK ONLY**.

- i. Must include Student UNCP number.
- ii. DIPLOMA MAILING ADDRESS - Diploma(s) will be mailed to this address **8-10 weeks** after graduation. If your address changes before this time, be sure to complete an address change form. You will receive an email to your bravemail when your diploma is mailed.
- iii. Applications filled out incorrectly may be delayed. Correspondence will be sent to your bravemail only regarding concerns or issues.

Step Two Return the completed application (including this instruction sheet) to the Registrar's Office. You will receive a copy of the application and instructions from the Registrar's Office. The **hold** will not be removed until we receive this application.

Consent of Understanding

Student is to read and initial the below information.

_____ The Degree Audit will be sent to your UNCP BraveMail address. Please allow 6 to 8 weeks to receive your audit.

_____ Participation in commencement ceremonies does **not** confirm that a degree has been conferred.

_____ Students entering in Fall 2011 or later **must** complete 9 semester credit hours of Writing Enriched and Writing in the Discipline courses.

_____ If the candidate fails to meet requirements as specified, the student **must wait** until the next graduation to receive their degree.

_____ Diploma(s) will be held until **all** financial obligations (and other holds) to the University have been satisfied.

_____ Students may complete graduation requirements at the end of a fall, spring, or summer session. Summer graduates may participate in the winter commencement.

_____ Students must have a **minimum** GPA of 2.0 overall **and** a GPA of 2.0 in their major to graduate (excluding School of Education and Social Work). Any minors will also require a **minimum** GPA of 2.0 if a student elects to have the minor.

If a candidate fails to qualify by the time of commencement, but does qualify at a later time, the student must submit another application and a \$25 diploma fee. Academic Policies - Requirements for Graduation