



LATE GRADUATION APPLICATION

Required after the online application is no longer available.

*This form cannot be used if the 6 week graduation grace period has elapsed.
A Retroactive Graduation Application form will be required.*

LATE GRADUATION APPLICATION PROCESS

- A separate diploma address **MUST** be entered via Patriot Web/Personal Information.
- The Diploma Name must be verified via Patriot Web/Student Records/Expected Date of Graduation.
- Since the online graduation application deadline was missed, the degree may be awarded later than others, receipt of the diploma may be delayed and the student's name may not appear in the Commencement/graduation brochure.
- **Special instruction for doctoral students: Late doctoral applicants must attach an approved Program of Study.**
- Complete Exit Survey
 - Students with an active graduation application will receive an email in their Masonlive account with a unique link to Mason's graduating student exit survey. More information is available through the [Office of Institutional Assessment](#).

Graduation Term Requested: _____ / _____
Semester Year

Name: _____ G# _____
Last First

Day Phone: _____ Mason Email: _____

Degree Program: _____
Degree (BS, BA, MS, MED, Phd etc.): _____ Major/Program: _____

Secondary Components:

2nd Major: _____ Concentration: _____

Minor: _____ 2nd Minor: _____

Certificate: _____

Date: _____

Student Signature (Required)

Department Approval: All requirements are met pending successful completion of in-progress work,
verified by review of the degree audit.

Advisor Name and Signature

Date

Chair Name and Signature

Date

Minor Department Signature (if applicable)

Date

After approval signatures have been obtained, return this form to the Office of the University Registrar, Student Union Bldg 1, Room 2101 MS 3D1, Fax (703) 993-4668.

Degree Audit Review Area

4 6

3 GP

Date: _____ Initials: _____

Resolved Date: _____ Initials: _____