VERMONT TECH

OFFICE OF THE REGISTRAR
PO Box 500
Randolph Center, Vermont 05061-0500
registrar@vtc.edu

APPLICATION FOR GRADUATION

Name_____ **ID** _____

This form is used to initiate the degree audit and other preparations for graduation:

Check One: ☐ DECEMBER ☐ MAY ☐ JUNE (LPN only)

Degree(s) or certificate applied for: ☐ Certificate ☐ Associate ☐ BS _____ _____
(Major) (2nd Major/Degree)

Print full name as you would like it to appear on your diploma _____
(First) (Middle or MI) (Last)

Diploma mailing address: _____

_____

_____

****

Check one:

☐ I have completed or will complete all requirements and plan to graduate this year

☐ I will be within 7 credits of graduating and request to participate in the graduation ceremony this year and plan to graduate next year.*

☐ I previously participated in the graduation ceremony and have completed my coursework. I would like my diploma mailed to the above address.

* In order to participate in the graduation ceremony as a "walker", students must be within 7 credits of meeting the degree requirements and have departmental approval. Students who are granted permission to "walk" without having completed their degree requirements will be *required to submit another graduation application* once they satisfy their outstanding graduation requirements and their diploma will be mailed to them once their degree has been awarded.

Students will not receive their diplomas at graduation. Diplomas will be ordered and mailed out later. Until diplomas are available, letters certifying degree completion may be provided upon request.

The current Graduation Fee will be applied to your student account at the time of applying for graduation. The current fee can be found under the Fee Descriptions on the Tuition & Fee page at www.vtc.edu/sa.

_____
Print Current Advisor's Name

_____ _____
Student Signature **Date**

Student: Return paperwork to the Registrar's Office

Revised 2/24/2021