COMMENCEMENT PARTICIPATION PETITION FORM  
Gordon College

Name ____________________________ Phone # ________________________ ID # ____________________

Major: ___________________________________

Purpose of Petition: To participate in commencement in May 200___
When will your final requirements be completed: __________________
Explain how you will be completing your final requirements:

Participation in commencement ceremonies prior to completion of academic requirements is a privilege extended to students of Gordon College only when the student can demonstrate evidence of a serious commitment, and the likelihood of course availability, to complete outstanding work within the stated deadlines.

Guidelines:
• GC courses must be registered for or Off-Campus Approval Form submitted to Registrar’s Office before cap and gown and packet with announcements and tickets will be released to student.
• Final coursework must be completed by September 1 for a September degree or December 31 for a December degree in the year of commencement participation.
• If work is not completed by the deadline, a $15 fee will be charged to order a new diploma with the new degree date.
• An official transcript must be requested for any off-campus work, and received by the Registrar’s Office by December 15 for a September degree, or May 15 for a December degree.

Your signature means that you have read and understood the guidelines for participation in commencement.

____________________________    _________________  
Student’s Signature      Date

____________________________  
Final Action

___ Approved

___ Denied

Comments:

____________________________  ___________________  ___________________
Signature               Title                  Date

Distribution:  1. Registrar’s Office ____  2. Student ____  3. Degree Auditor ____