## **APPLICATION TO GRADUATE**

An Application to Graduate form must be submitted online (via GULFLINE–Student Self-Service) for the term of expected graduation by the deadline noted in the Academic Calendar. By submitting the form, a student initiates the process of verifying degree requirements and ensures that all commencement information and registration forms are sent to the student. If an application for graduation is denied, a new application must be submitted by the deadline in the new term.

It is the student's responsibility to clear all incomplete (I) grades and to provide official transcripts of all transferred coursework needed for graduation prior to the application deadline. An application for grade forgiveness should be filed no later than the noted deadline, as stated in the Academic Calendar. Students are encouraged to apply for grade forgiveness upon completion of the repeat.

Grade changes and transfer work received after the degree statement has been posted to the transcript will not be incorporated into the degree.