

APPLICATION FOR GRADUATION

STUDENT ID# _____

PRINT YOUR NAME EXACTLY AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA

***If your name and address are different in our system (BOSS), it is necessary to submit a change of Name/Address form.**

Name: _____
(FIRST) (MIDDLE NAME OR INITIAL) (LAST)

Address: _____

City: _____ State: _____ Zip code: _____

Baruch E-mail: _____@baruchmail.cuny.edu

Home Telephone #:(_____) _____ Business Telephone #: (_____) _____

Date of Graduation: **June 2010** **September 2010** **February 2011**

Undergraduate
___ Bachelor of Arts
___ Bachelor of Business Administration
___ Bachelor of Science

Graduate
___ Master of Arts
___ Master of Business Administration
___ Master of Public Administration
___ Master of Science
___ Master of Science in Education
___ Advance Certificate

Major/Specialization: _____

Undergraduate Students Only: An approved specialization form (B.A/B.S Degree ONLY) must be filed with the department in which you are majoring. If you have not filed one, do so immediately. Your graduation audit will not be completed until a copy of your specialization card is received in the Registrar’s Office.

Graduate Students Only: You must be enrolled or maintain matriculated status during the semester intended to graduate; otherwise, there will be a fee of \$150 (NYS Residents per semester) or \$250 (Non-Residents per credit).

Please Read Before You Sign: You will be notified ONLY through your Baruch Webmail account if there is a problem. If you have been deleted, you must file a new graduation application.

All requirements must be cleared before filing for graduation and the date the degree is conferred. This includes:

- Resolution of grades (INC, PEN, WA). Grades will not be changed after graduation.
- Submission of major project, thesis or comprehensive exams
- Permit and Study Abroad grades -- Official transcript from the host college must be submitted to Baruch. It is not recommended to go on Permit or Study Abroad during your last semester; it may jeopardize your graduation.

I have reviewed my Degree Works audit at <http://dgw.baruch.cuny.edu>, and have or will resolve all outstanding issues.

Student Signature

Date

=====For Office Use Only=====

CREDITS AT BARUCH _____ QUALITY POINTS _____ BARUCH GPA _____