Commencement Participation Appeal

Instructions:
1. Complete this form in its entirety if you wish to appeal denial to participate in commencement.
2. Submit to the Department Chair no later than March 30th. Submit via email or hand deliver to Department Chair.

Note: Incomplete or late forms will be rejected.

Section One: Student Information

Student Name: ____________________________________________

(Last name) (First name) (Middle initial)

Student ID: ___________________________ Student Telephone #: ___________________________

Major: ___________________________ USCB Email Address: ___________________________

Section Two: Explanation

Explain your rationale for why an exception should be made on your behalf. Attach additional documentation if it supports your rationale.

________________________________________________________________________________________

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Section Three: Plan to Meet Outstanding Requirements

Explain how you anticipate meeting outstanding requirements. Include course(s) and terms registered and planned date to complete.

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<th>Course</th>
<th>Term Enrolled</th>
<th>Where Enrolled</th>
<th>Planned Completion Date</th>
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Section Four: Signature

_________________________ __________________________
Student Signature Date

Updated July 2018
Level One: Department Chair

Decision
☐ Permission to Walk Granted  ☐ Permission to Walk Declined

Rationale
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Signature ___________________________ Date ____________________________

Level Two: Dean

Decision
☐ Permission to Walk Granted  ☐ Permission to Walk Declined

Rationale
____________________________________________________________________________________________________________
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Signature ___________________________ Date ____________________________