



Office of the Registrar
 300 Washington Avenue
 Chestertown, MD 21620
 PHONE 410-778-7299
 EMAIL registrar@washcoll.edu

2021-2022 GRADUATION APPLICATION

Students planning to complete ALL requirements for their degree during the 2021-2022 academic year must use this form to apply for graduation. After submitting this form, the Office of Student Records and Registration will perform a degree audits for each applicant and will send an email informing students and advisors of the student's progress of completing Distribution Requirements and other College graduation requirements. Students who applied to graduate will receive all pertinent information related to Commencement via email.

Reminder: Major, minor and concentration/specialization requirements are confirmed by the department chair(s) in consultation with the student's advisor(s). Questions about these requirements should be directed to the department.

Instructions:

1. Complete and submit this form to the Office of Student Records and Registration.
2. **The deadline to apply for Fall 2021 and Spring 2022 graduation is Tuesday, October 19th, 2021.**
3. Once completed you can scan/email this form to registrar@washcoll.edu or submit the form to OSRR (Garden Level , Bunting Hall) Monday - Friday from 9a - 4p.

Type or print your name EXACTLY as it should appear on your diploma and in the Commencement program

Use this space to print a PHONETIC SPELLING of any portion of your name that is commonly mispronounced

List the degree program and majors/minors that you anticipate completing by the end of this academic year:

Degree (e.g. B.A., B.S. or M.A.)	Start Term at WC	Anticipated Completion Term	
Major 1	Major 2	Minor(s)	Concentration/Specialization

<input type="checkbox"/> Check here if you plan to finish all degree requirements by the conclusion of the Fall 2021 semester.
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By signing below, I declare my intent to graduate from Washington College during the 2021-2022 year.

- I understand that if I decide not to graduate or I am declared ineligible by my major advisor(s), I need to withdraw my application for graduation by **Wednesday, March 16th, 2022** to avoid being charged the **non-refundable graduation fee**. If I fail to withdraw my application by March 16th, I will be responsible for this fee and furthermore I understand that I will need to pay the fee again if I apply to graduate in a future year.
- I also understand that **all graduating students are expected to attend Commencement** unless excused by the Registrar. All requests to graduate *in absentia* must be submitted in writing to the Registrar's Office by **Friday, April 8th, 2022** at the address above or via email to registrar@washcoll.edu.

Student ID	Student Signature	Date

FOR OFFICE USE ONLY	
Date received: _____	Application Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied/Withdrawn on _____