### Graduation Re-Application (Bachelor’s)

**Student Use**

<table>
<thead>
<tr>
<th>Intended Graduation</th>
<th>TERM / YEAR</th>
<th>Catalog Year</th>
<th>YYYY</th>
</tr>
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**Office Use Only**

<table>
<thead>
<tr>
<th>New Date Change 1</th>
<th>TERM / YEAR</th>
<th>New Date Change 2</th>
<th>TERM / YEAR</th>
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</thead>
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### Student Information

Your name will appear on your diploma as it does on your student system records. This form will **not** update any name changes. If necessary, **a name change form must be submitted**.

- **Last Name**
- **First Name**
- **Middle Name**
- **Suffix** (Jr., II, etc.)
- **Home Number**
- **Cell Phone**

All pre-graduation correspondence will be emailed to your BraveMail.

### Diploma Mailing Address

Your diploma will be mailed to the address shown below:

- **Street Address**
- **City**
- **State**
- **Zip Code**

### Degree Information

Circle all that apply

- **BA**
- **BS**
- **BIS**
- **BM**
- **BSN**
- **BSW**
- **2nd Degree**

- **Primary Major**
- **Secondary Major**
- **Minor 1**
- **Minor 2**
- **Concentration 1**
- **Concentration 2**

### Required Signatures

**Cashier**

**FEE WAIVED UNTIL FURTHER NOTICE**

I have read and understood the instruction sheet. I understand that any changes I make to the above information **must** be communicated to the Registrar’s office in person or in writing as soon as possible. Failure to do so may affect my graduation status, and may incur additional charges. I also understand that according to the University Catalog, students must have a minimum GPA of 2.0 overall **AND** in their major field of study in order to graduate.

- **Applicant Signature**
- **Date**

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*This publication is available in alternative formats upon request. Please contact Disability Support Services, DF Lowry Building, 910-521-6695*
Graduation Re-Application (Bachelor’s)

Mail: UNC at Pembroke
Office of the Registrar
P.O. Box 1510
Pembroke, NC, 28372

OR: Fax: 910-521-6328

INSTRUCTION SHEET

INSTRUCTIONS FOR STUDENTS

Please read and follow carefully.

Step One

Fill out Graduation Application completely using BLACK INK ONLY.

i. Must include Student UNCP number.

ii. DIPLOMA MAILING ADDRESS – Diploma(s) will be mailed to this address 8-10 weeks after graduation. If your address changes before this time, be sure to complete an address change form. You will receive an email to your bravemail when your diploma is mailed.

iii. Applications filled out incorrectly may be delayed. Correspondence will be sent to your bravemail only regarding concerns or issues.

Step Two

Return the completed application (including this instruction sheet) to the Registrar’s Office. You will receive a copy of the application and instructions from the Registrar’s Office. The hold will not be removed until we receive this application.

Consent of Understanding

Student is to read and initial the below information.

_____ The Degree Audit will be sent to your UNCP BraveMail address. Please allow 6 to 8 weeks to receive your audit.

_____ Participation in commencement ceremonies does not confirm that a degree has been conferred.

_____ Students entering in Fall 2011 or later must complete 9 semester credit hours of Writing Enriched and Writing in the Discipline courses.

_____ If the candidate fails to meet requirements as specified, the student must wait until the next graduation to receive their degree.

_____ Diploma(s) will be held until all financial obligations (and other holds) to the University have been satisfied.

_____ Students may complete graduation requirements at the end of a fall, spring, or summer session. Summer graduates may participate in the winter commencement.

_____ Students must have a minimum GPA of 2.0 overall and a GPA of 2.0 in their major to graduate (excluding School of Education and Social Work). Any minors will also require a minimum GPA of 2.0 if a student elects to have the minor.

If a candidate fails to qualify by the time of commencement, but does qualify at a later time, the student must submit another application and a $25 diploma fee. Academic Policies – Requirements for Graduation

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