



Saint Michael's College  
 Office of the Registrar  
 One Winooski Park, Colchester, VT 05439  
 Telephone: 802-654-2571 Fax: 802-654-2690

# Notice Of Intent To Graduate

**CONTACT INFORMATION:** Please provide me with your most up to date contact information. All information regarding Commencement that comes from the Registrar's Office will be sent to the campus box or off campus address that you provide in the spaces below. It is your responsibility to check your mail throughout the semester.

Name \_\_\_\_\_ Student ID # \_\_\_\_\_

Campus Box \_\_\_\_\_ Campus Phone \_\_\_\_\_

Off Campus Address \_\_\_\_\_ Off Campus Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address(es) \_\_\_\_\_

**DIPLOMA & COMMENCEMENT PROGRAM INFORMATION:**

Please provide your name **EXACTLY** as you want it to appear on your diploma:

\_\_\_\_\_  
 First Name Middle Name Last Name

Do you have a name that some people find difficult to pronounce? To ensure that your name is pronounced correctly at the Commencement ceremony, spell your name exactly as it sounds:

\_\_\_\_\_  
 Please provide your home city, state and country **EXACTLY** as you want it to appear in the Commencement program:

\_\_\_\_\_  
 Home Town/City Home State Home Country

**DEGREE INFORMATION:**

I will be completing my degree in:  December, 2004  May, 2005  August or December, 2005

- My major (s) is/are:  Accounting  American Studies  Art  Biochemistry  
 Biology  Business Admin.  Classics  Chemistry  Computer Science  
 Economics  Elementary Ed.  Engineering  English Lit.  Environmental Sci.  
 French  History  Info. Systems  Journalism  Mathematics  
 Music  Philosophy  Physical Science  Physics  Political Science  
 Psychology  Religious Studies  Sociology/Anthro  Spanish  Theatre

I have a Special Major in: \_\_\_\_\_

**(Continued on Reverse Side)**

**DEGREE INFORMATION (continued):**

Are you a double major?  Yes  No

If yes, you may have majors in two different degree categories (Bachelor of Arts/Bachelor of Science). You will only receive one diploma upon graduation. Which degree do you wish to receive?

Bachelor of Arts

Bachelor of Science

**COMMENCEMENT INFORMATION:**

**Will you be attending the May 2005 Commencement Ceremony?**

\_\_\_\_\_ **YES! I will be attending the Commencement Ceremony in May 2005.** I will be graduating, having completed all necessary degree requirements, and receiving my diploma in May 2005.

\_\_\_\_\_ **YES! I will be attending the Commencement Ceremony in May 2005.** I will not be graduating until August or December, but **I hope to process** (walk across stage) at the ceremony and receive a blank diploma. I acknowledge that by the end of the Spring semester 2005, **I will have completed at least 120 credits and all other degree requirements with at least a 2.0 overall GPA and a 2.0 GPA in my major.**

\_\_\_\_\_ **YES! I will be attending the Commencement Ceremony in May 2005.** I will not be graduating until August or December, but **I hope to walk at the ceremony.** **I will not have completed at least 120 credits and all other degree requirements.** I understand that my name will not be called at the ceremony and I will not walk across the stage. I understand that in order to be eligible to walk at Commencement, I must meet with Dean Michael Samara prior to March 1, 2005.

\_\_\_\_\_ **YES! I will be attending the Commencement Ceremony in May 2005.** I am a **December 2004** graduate, but I wish to take part in the Commencement Ceremony in May. I understand that my diploma will be held for me at the Registrar's Office and I will receive it at the May 2005 ceremony.

\_\_\_\_\_ **NO. I will not be attending the Commencement Ceremony in May 2005.** Even though I will be a May 2005 graduate, I will not be at the ceremony to receive my diploma. Please mail it to this address:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **NO. I will not be attending the Commencement Ceremony in May 2005.** I am a **December 2004** graduate and I will not be returning for the May ceremonies. Please mail my diploma to this address:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **NO. I will not be attending the Commencement Ceremony in May 2005.** I will not have completed 120 credits by the end of the Spring semester 2005. Please remove me from the graduation list.

**Please return this form to the Office of the Registrar by October 4, 2004**

*Failure to return this form by the above date may result in the omission of your name from the Commencement program, degree listings and other formal recognition.*

*Office of the Registrar – Founders 112*

*Campus Box 3*