

Pratt Institute
PERMISSION TO WALK IN COMMENCEMENT 2012
REQUEST FORM

(Please Print and Attach Degree Audit)

Students completing their requirements for graduation after May 2012 (Summer or Fall 2012) should walk in the Commencement Ceremony held in **May 2013**. Their names will be listed in the **2013 Commencement Program**. Students completing this form are requesting to walk in an earlier Commencement Ceremony, May 2012. The deadline to apply for Permission to Walk is **March 1st**.

- Students must attach to this application a **printed copy of their Degree Audit** showing 12 or fewer credits needed to graduate.
- The Commencement Ceremony has nothing to do with meeting graduation requirements. **Attending does not mean that you have graduated.**
- Students approved to walk in the May 2012 Commencement Ceremony will only be allowed **4 guest tickets** for the ceremony.
- Students who complete this form and are approved to walk in the 2012 Commencement Ceremony **will not have their name printed in the 2012 Commencement Program**.

One of the following circumstances must apply before completing this form:

- Student has **fewer than 12 credits remaining on program degree audit** and plans to complete these credits during the **summer term 2012**. (This will be verified by your Academic Advisor.)
- International student who is not able to attend their Commencement Ceremony (pending approval from OIA).
- Student has extenuating circumstances (explain below).

STUDENT INFORMATION			
Last	First	Middle	Birth date / /
		Sex • M • F	
Pratt ID no.	Email Address	Phone numbers () ()	
MAILING ADDRESS Street / PO Box			Apt#
City		State/Zip	Country
PERMANENT ADDRESS (if different from mailing) Street			Apt#
City		State/Zip	Country
Are you currently a registered Pratt student? • NO • YES If yes what program _____		Have you applied for graduation? • NO • YES	• Spring/June 2012 • Summer/Oct 2012 • Fall/Feb 2013
How many credits are remaining on your degree audit? _____	When do you plan to complete the remaining credits? • Summer term 2012 • Fall term 2012	Are you an International Student? • NO • YES	

By signing this form I understand that I am requesting permission to walk in the May 2012 Commencement Ceremony prior to my graduation. My name will not appear in the Commencement program for May 2012. I further understand that walking in the Commencement Ceremony has no bearing on my actual graduation. I will not graduate and receive my diploma until I have applied for graduation for the appropriate term and I have completed all requirements for graduation as reflected in my Degree Audit.

Please state reason for requesting to walk in the 2012 Commencement Ceremony:

The information supplied on this form is true to the best of my knowledge and belief.

Applicant's Signature (required) _____ **Date** ____/____/____

For Internal Office use Only			
Department Chair/ Advisement Office	• 12 or less credits remaining • 13 or more credits remaining	• Approved to Walk • Not approved to Walk	Signature:
Office of International Affairs	• Summer/Oct Graduate • Fall/February Graduate	• Approved to Walk • Not approved to Walk	Signature:
Registrar's Office	• Registered for Summer • Registered for Fall	• Approved to Walk • Not approved to Walk	Signature: