

APPLICATION FOR GRADUATION

PLEASE PRINT YOUR NAME CLEARLY AND EXACTLY AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA. *If your name and address are different in our system (CUNYFirst), it is necessary to submit a change of Name/Address form. Any question or comments please email us at GRADUATIONAUDITS@Baruch.cuny.edu

STUDENT INFORMATION

EMPLID (CUNYFirst ID)			Date of Birth	
Name: First	Middle Name or Initial	Last		
Current Street Address			Day Phone	
City	State	Zip	Baruch Email Address _____ @baruchmail.cuny.edu	

APPLICATION PROCESSING

This application for graduation is your? First Submission Revised Form

Date of Graduation:

December 20 _____ (Finishing Fall) May 20 _____ (Finishing Spring) August 20 _____ (Finishing Summer)

Undergraduate Degree

- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Science

Graduate Degree

- Master of Arts
- Master of Business Administration
- Master of Public Administration
- Master of Science
- Master of Science in Education

Major/Specialization:

APPLICATION POLICY AND AGREEMENT

Weissman School of Arts & Sciences and School of Public Affairs Undergraduate Students Only:

An approved specialization form (B.A/B.S Degree ONLY) must be filed with the department in which you are majoring. If you have not filed one, do so immediately. Your graduation audit will not be completed until a copy of your specialization card is received in the Registrar's Office.

Graduate Students Only:

You must be enrolled or maintain matriculated status during the semester intended to graduate; otherwise, there will be a maintenance fee of \$200 (NYS Residents per semester) or \$325 (Non-Residents per semester).

Please Read Before You Sign:

You will be notified ONLY through your Baruch Webmail account if there is a problem. If you have been deleted, you must file a new graduation application. All requirements must be cleared before filing for graduation and the date the degree is conferred. This includes:

- Resolution of grades (INC, PEN, WA). Grades will not be changed after graduation.
- Submission of major project, thesis or comprehensive exams
- Non CUNY Permit and Study Abroad grades -- Official transcript from the host college must be submitted to Baruch. It is not recommended to go on Permit or Study Abroad during your last semester; it may jeopardize your graduation.

I have reviewed my Degree Works audit at <http://dgw.baruch.cuny.edu>, and have or will resolve all outstanding issues.

Student's Signature _____

Date _____

REGISTRAR USE ONLY	
Received by	Processed by
Initial:	Initial:
EFFECTIVE 01/2019	