

Alfred University

Petition to Walk at Commencement

Student Name _____ ID# _____ Date _____

Students who wish to attend the May commencement ceremony, but who expect to be deficient in graduation requirements must file a Petition to Walk (PTW) with their College/School Dean. To be eligible to “walk,” the student’s graduation plan must demonstrate degree completion by December of the same year. (**NOTE:** Students may participate in graduation only once in connection with the conferral of any one degree or double-degrees.)

In addition to a clear explanation and justification, the student must:

1. submit a copy of current academic transcript (unofficial printed from BannerWeb is acceptable),
2. submit a copy of Application for Graduation form,
3. present a plan for completing the outstanding requirements and attach evidence of summer or fall course selections that will complete those requirements, and
4. obtain signatures from academic advisor and Dean on PTW form.

***Students should submit the completed PTW request form to the Student Service Center by April 15. ***

NOTE: Walking in the commencement ceremony with unmet academic requirements **IS NOT** the same as “graduating”. Students actually graduate and are issued diplomas only when all graduation requirements have been met.

Number of Outstanding Credits: _____ Cumulative GPA: _____

Justification for Petition to Walk (attach separate sheet, if necessary):

Plan for completion of outstanding credits: (**NOTE: if coursework will *not* be done at AU, complete other side**)

Summer Sessions

Fall Semester

(Course name, college location)

(Course name, college location)

_____	_____
_____	_____
_____	_____

Comments and/or endorsement of Academic Advisor:

The undersigned have reviewed this petition for accuracy.

Student’s Signature

Date

Action of Advisor:

Support PTW

Do Not Support PTW

Advisor’s Signature

Date

Action of the Dean:

Approved

Not Approved

Dean’s Signature

Date