



Please be aware of the upcoming graduation petition changes.
These changes will be implemented starting Fall 07.

GRADUATION

Petitioning to Graduate

Specific Program Graduation Requirements are outlined in the *Argosy University Academic Catalog*.

1. Students who are planning to graduate need to submit a Petition to Graduate Form along with the \$150.00 graduation fee (payable by check or credit card) to the Student Services Office by the **first day of the last term in which they plan to register**. Students who hand in their Petition to Graduate Form incomplete will not be processed until the following term and may not be allowed to participate in the graduation ceremony.
2. Petition to Graduate forms are reviewed after final grades are received for the term in which the student submits the form.
3. It is the student's responsibility to make sure all "Incomplete" and "In-Progress" grades are updated/completed by their final semester. In addition, all program requirements, including meeting practicum, internship and CRP/Dissertation requirements, must be complete by the end of the term in which the student plans to graduate. Students are encouraged to review their academic transcripts every semester to make sure any "Incomplete" or "In-Progress" courses have been updated. Academic transcripts can be found on Student Link by visiting <https://banner.argosy.edu>.
4. Students are allowed to walk in the graduation ceremony only if they complete all program requirements (including "Incompletes", CRP/Dissertation requirements, DANTES/Tests, practicum/internship contract requirements, and course repeats) by the end of the term prior to the graduation ceremony itself, **or by the deadline established by the Student Services Office**. For example, given an October graduation ceremony, if a student completes internship after the completion of the Summer semester, but prior to the completion deadline established by Student Services for the ceremony, the student would be allowed to participate in the graduation ceremony. **Deadline for completion of all requirements is September 15th, 2008 to participate in the November 9th ceremony.**

Diplomas

Diplomas are ordered once every term after the end of the term in which the student completes their requirements and after all grades for the term have been submitted. Students who have "Incomplete" or "In progress" grades at this point will not have a diploma ordered and will have to wait until the completion of the following term. Diplomas take approximately two months to be processed.