

NORTH GEORGIA COLLEGE & STATE UNIVERSITY
APPLICATION FOR GRADUATION
FOR SPRING (MAY) 2010

NGCSU ID#: _____ Date: _____

Legal name to be printed on the diploma*: _____

Pronunciation: _____

Permanent Mailing Address: _____

City State ZIP

Daytime Telephone Number _____

Degree: (Check One) Major _____ Minor _____

- | | |
|------------------------------|------------------------------|
| <input type="checkbox"/> ASN | <input type="checkbox"/> MAT |
| <input type="checkbox"/> BSN | <input type="checkbox"/> MED |
| <input type="checkbox"/> BA | <input type="checkbox"/> MPA |
| <input type="checkbox"/> BBA | <input type="checkbox"/> MS |
| <input type="checkbox"/> BS | <input type="checkbox"/> EDS |

Please submit the top portion of this form to the Registrar's office no later than January 20, 2010. Students who apply or pay fees after this deadline will be charged a late fee (\$100). Fax 706-867-2749

Check here () if you do not plan to participate in the ceremony & agree to pay the \$5 mailing fee.

* Name changes requested after this form has been submitted may incur a \$30 reorder fee.

Questions? Please contact the Registrar's office at 706-864-1760.

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ANNOUNCEMENTS FOR SPRING GRADUATION 2010

Deadlines:

Item	Due when?	Where?	Phone Number?
Application for Graduation**	January 20	Registrar's office	706-864-1760
Graduation Fee (\$20)**	January 20	Business office	706-864-1409
Cap & Gown Order	March 12	http://apache.ngcsu.edu/Resource/ngcsubk/regaliastud.html	706-864-1635
In Absentia Requests**	April 14	Registrar's office	706-864-1760
In Absentia Fee (\$5)**	April 14	Business office	706-864-1409

An **Application for Graduation and Graduation Fee are **required** for graduation. Applications for Graduation or Graduation fees **not submitted by the deadline** require a **\$100 late fee**.

In Absentia requests and fees not submitted by the deadline require a \$10 late mailing fee.

Graduation Ceremony

Specific information regarding the Spring commencement ceremony will be posted to the NGCSU web site approximately 1 month prior to graduation. This information will also be emailed to your NGCSU email address.

Other Information

Graduation information will be sent to your NGCSU email address.

Questions?

Please contact the Registrar's office at 706-864-1760. Our office is located in Price Memorial Hall, room 221.