



Graduation Office
700 East Seventh Street
Saint Paul, Minnesota 55106-5000
E-mail: graduation@metrostate.edu
Phone: 651-793-1231

Appeal to Graduate Past Deadline Form

Who needs to use this form?

This form is to be completed by the student who has missed the posted deadline to apply to graduate. Complete Sections 1, 2 and 3.

Important Notes

There are repercussions to applying after the graduation deadline. Read the acknowledgement section carefully.

How to Submit

Submit the completed form to both the Graduation Office and your academic advisor.

Section 1: Student Information

Student Name: Last First Middle Initial
Metropolitan State student ID: Metropolitan State e-mail address: @metrostate.edu
Degree Program: Major: Semester of Graduation:

Section 2: Explanation

Please detail the circumstances that have resulted in the late application and include an explanation of why you should be considered for graduation this semester: (applications will be approved based on your explanation and the space available for the commencement program. If you do not wish to participate in the commencement ceremony, please note that in your explanation).

Blank lines for explanation text.

Section 3: Acknowledgement & Signature

By submitting this form and applying for graduation after the published deadline, you acknowledge that:

- 1. You may not be recognized for honors at commencement(undergrads only)
2. You may not be eligible for the Outstanding Student Awards
3. You may not be eligible to participate in the commencement ceremony. In addition, you may not be eligible for the following:
• To have your name printed in the commencement program.
• To receive guest tickets for the commencement ceremony.
4. You may not have your diploma printed on time

Signature: Date: MM / DD / YYYY

Section 4: Office Use Only

- Approved Conditionally Approved Not Approved

Explanation: Blank lines for office use notes.

Graduation Signature: Date: Academic Advisor Signature: Date: Academic Advisor Signature: Date: