

Participation in Commencement Ceremony

The University of Alabama at Birmingham confers degrees at the end of Spring, Summer, and Fall terms. Commencement ceremonies are held twice a year; once in Spring and once in Fall.

Names of spring graduates will be printed in the Spring Commencement program; names of summer and fall graduates will be printed in the Fall Commencement program.

Students graduating in spring are allowed to participate in the Spring Commencement ceremony. Those students graduating in summer and fall participate in the Fall Commencement ceremony. Effective June 2013, Students need permission to participate in Commencement if they are finishing degree requirements in a future semester.

Exception Requests – Undergraduate Students

Commencement participation exceptions for undergraduate students will be made by their Academic Advisor. In order to qualify for an exception, the student must have no more than one (1) remaining degree requirement as evidenced by GPS (the degree audit), and the student must have an Application for Degree on file in the Office of the Registrar. An *Undergraduate Request to Participate in Commencement* form must be completed by the student, and signed by the academic advisor. The deadline to have signed forms to the University Bookstore is 30 calendar days prior to the commencement ceremony.

Students who are approved to participate by exception will have their name called during the ceremony, but they will not appear in the commencement program. These students will also not qualify for honors recognition.

Exception Requests – Graduate Students

Commencement participation exceptions for graduate students will be made by the Graduate School. Petitions for exception must have the approval of both the faculty advisor and/or graduate program director. Graduate students who are approved to participate by exception will have their name called during the ceremony, but they will not appear in the commencement program. Graduate students requesting an exception should contact the Graduate School for additional information.

Undergraduate Request to Participate in Commencement

In order to qualify for an exception, the student must have no more than one (1) remaining degree requirement as evidenced by GPS (the degree audit), and the student must have an Application for Degree on file in the Office of the Registrar. An *Undergraduate Request to Participate in Commencement* form must be completed by the student, and signed by the academic advisor.

Student Information

Blazer ID:	Name:
Email:	Phone:
College:	Major(s):
Degree:	Degree Requirement Remaining:

Reason for Requesting Participation Exception

Briefly describe the extenuating circumstances which prevent you from participating in commencement during your term of graduation.

Academic Advisor Approval

Graduation Requirement Remaining:

AFD on file? ☐ YES ☐ NO

GPS reflects one remaining requirement? ☐ YES ☐ NO

Major Advisor (please print) _____

Major Advisor Signature _____

Date _____

Form routing:

Student submits form to Academic Advisor

Academic Advisor completes Approval section and returns to Student

Student submits to University Bookstore no later than 30 calendar days prior to Commencement