

MARIAN UNIVERSITY APPLICATION FOR GRADUATION
(Form must be completed to receive degree)

All students must submit an application for graduation to the Office of the Registrar and Commencement Reservation form to the Office of Special Events at the beginning of the semester in which they expect to receive their degree - **even if they are not participating in the commencement ceremony**. Please complete **all** information requested on the application form. All forms and detailed graduation information can be found on the Marian University Graduation website.

Application Due Date: Applications for graduation need to be filed early to allow for proper evaluation of records and timely preparation for the ceremony. The deadline for filing this application is **February 15 for May graduation** of the same academic year; **June 1 for August graduation** of the same academic year; and **October 1 for December graduation** of the same academic year. Earlier applications are encouraged. If you discover that you need to change your graduation date you need to notify the Office of the Registrar three weeks or more before the graduation date.

If you are done with classes:	You should apply for graduation by:
Fall Semester	October 1
Winterim	October 1
Spring Semester	February 15
Summer Semester	June 1

August graduates: August graduates may participate in the May graduation ceremony if they are registered for 18 or fewer credits to be completed by the end of summer school. They must submit an application for graduation **by February 15**, if they intend to participate in the May ceremony. August graduates may also choose to wait and participate in the following May ceremony.

Graduation Fee: A non-refundable **\$75 graduation fee** is required for all graduates and must be paid at the time of application. If payment is not included, the application will be returned unprocessed. If all requirements are not met by the deadline, your graduation will be cancelled; you will then need to re-apply for the next graduation and pay a **\$25 re-application fee**.

Graduation Requirements: To qualify for graduation you need to account for all course work and degree requirements. All requirements must be completed by the following deadlines: January 15 for December graduation, June 15 for May graduation, and August 31 for August graduation.

Graduation Honors for Undergraduates: Honors designations on transcripts are based upon the student's complete academic record at Marian University since only credits earned at Marian are used to determine a student's grade point average. Students who have earned at **least 60 credits** at Marian University receive their degrees as follows:

- Cum Laude. 3.50 to 3.74 GPA
- Magna cum Laude. 3.75 – 3.89 GPA
- Summa cum Laude. 3.90 – 4.0 GPA

Students who have earned between **44 and 59 credits** at Marian University receive their degrees as follows:

- With Distinction. 3.75 and above

For a student's name to be announced at commencement with graduation honors, the student must have earned the minimum GPA required for the honor by April 1st for spring commencement, and must be expected to have completed by commencement the minimum number of credits required for the honor while enrolled at Marian University. Marian University does not calculate honors for graduate degrees.

Cap, Gown, & Announcements: Information regarding cap, gown, announcements, ordering and payment procedures can be found on the Marian University website under quick links/Graduation. Additional information regarding the May Commencement Ceremony and special celebrations associated with graduation are also available on the Graduation website. In order to participate in the ceremony you must respond by the deadlines given on the website. You may participate in only one ceremony: your name will be listed in the appropriate commencement program whether you attend the ceremony or not.

Diplomas: At commencement you will receive only a diploma cover. The actual diplomas will be mailed out to students within two months after the ceremony. If you do not attend the ceremony, a diploma cover will be sent with your diploma.

Financial Holds: Any outstanding financial obligations to the University will place a hold on your diploma and transcripts.

UNDERGRADUATE DEGREES /MAJORS

Bachelor of Arts (BA)

Communication	Music
English	Spanish
Expressive and Therapeutic Arts	Spanish Education
Graphic Arts	Studio Art
	Theology

Bachelor of Science (BS)

Art Education*	Forensic Science
Biology*	History*
Biology-Cytotechnology*	Homeland Security
Biology and Medical Technology (4+1)	Information Technology*
Broad Field Science Education*	Mathematics*
Broad Field Social Studies*	Music Administration*
Chemistry*	Psychology*
Criminal Justice	Self-Designed Major*
English Education*	

Bachelor in Administration of Justice (BAJ)

Administration of Justice (MAAP)

Bachelor of Criminal Justice (BCJ)

Criminal Justice (MAAP)

Bachelor of Business Administration (BBA) – (MAAP)

General Management	Human Resource Management	Operations Management
Health Care Administration	Marketing	

Bachelor of Interdisciplinary Studies (BIS)

Interdisciplinary Studies (MAAP)

Bachelor of Organizational Communication (BOC)

Organizational Communication (MAAP)

Bachelor of Science in Business Administration (BSBA)

Accounting	Human Resources
Business Administration	Management: General
Finance	Marketing
Health Care Administration	Sport and Recreation Management

Bachelor of Science in Education (BSED)

Early Childhood/Elementary Education	Elementary-Middle Education	Middle-Secondary Education
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Bachelor of Science in Interdisciplinary Studies (BSIS)

Interdisciplinary Studies

Bachelor of Science in Nursing (BSN)

Nursing*

Bachelor of Social Work (BSW)

Social Work

Bachelor of Science in Radiologic Technology (BSRT)

Radiologic Technology

* Students in these majors may pursue the BA degree with the addition of 12 credits of foreign language.

GRADUATE DEGREES/EMPHASIS

Master of Science in Nursing (MSN)

Nurse Educator	Adult Nurse Practitioner
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Master of Science in Organization Leadership and Quality (MS)

Organizational Leadership and Quality	Grief and Bereavement	Criminal Justice Leadership
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Master of Arts in Education (MAE)

Educational Leadership	Differentiated Instruction for At-Risk Learners	
Educational Technology	Special Education	Teacher Education

Doctor of Philosophy (Ph.D.) in Educational Administration and Leadership

Leadership Studies	Curriculum & Instruction Leadership
Educational Administration	

Date: _____

APPLICATION FOR GRADUATION

(Form must be completed to receive degree)
\$75 Graduation Fee Required

For Office Use	
Student ID	_____
Date rec'd	_____
Fee rec'd	_____
Check #	_____
Confirmation sent	_____
Year	_____ Term _____

Social Security Number: _____

Diploma will be mailed to address listed below:

Name: _____

Street: _____

City: _____ State: _____ Zip Code: _____

Primary Phone: _____ Email: _____

Print your name as you wish it to appear on your diploma: _____

City and State to be listed in commencement program (please print): _____

I am applying for the degree conferral date in: May August December

All degree requirements must be completed by the following deadlines for the degree conferral dates above: January 15 for December graduation, June 15 for May graduation, and August 31 for August graduation.

Do you plan to participate in the MAY Commencement Ceremony? Yes No Year: _____

Degree to be awarded (check one):

 BA
 BS
 BAJ

 BBA
 BCJ
 BIS

 BOC
 BSBA
 BSED
 BSIS

 BSN
 BSRT
 BSW

 MAE
 MSN
 MS
 PHD

Major/Minor (complete appropriate lines):

Major: (First)	_____	Advisor	_____
Major: (Second)	_____	Advisor	_____
Minor: (First)	_____	Advisor	_____
Minor: (Second)	_____	Advisor	_____
Emphasis/Concentration:	_____	Advisor	_____

Course Work in Progress:

Please list all course work in progress at Marian University and all future course work needed for degree completion; include the anticipated date of completion for each course. Also include all proposed Credit for Prior Learning, Mutually Directed Study work, Independent Study work, CLEP credit, or Challenge Exams.

_____	_____
_____	_____
_____	_____
_____	_____

Please list all course work in progress at another institution and indicate the institution.

Submit Application and Check to:

Office of the Registrar

Marian University, 45 South National Ave., Fond du Lac, WI 54935

registraroffice@marianuniversity.edu

Fax: (920) 926-6708

Call (920) 923-7618 with credit card information if faxing form