



# Late Application/Reapplication for Undergraduate Degree

The University of Utah

Office of the Registrar • 201 S 1460 E RM 250 N • Salt Lake City UT 84112 •

801-581-7852 • fax 801-585-7860 • [graduation@utah.edu](mailto:graduation@utah.edu) • Student Services Bldg, Window 15

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Graduation  
Division Use  
Only  
  
Last  
  
First  
  
Middle  
  
ID #  
  
Double Major

## Instructions: Use this form to apply after the deadline or to reapply for a future term

1. Generate your degree audit to verify it is Complete or Complete-In Progress. Students whose requirements are not complete at the end of the semester will be denied and required to submit a reapplication for a subsequent semester.
2. From your umail account, email this completed form to [graduation@utah.edu](mailto:graduation@utah.edu). Students will receive confirmation whether their application is acceptable and receive additional instructions to pay the \$25 non-refundable fee online in order to complete the application process.

## Candidate Information:

Student I.D. \_\_\_\_\_

Student Name \_\_\_\_\_

Please indicate special characters, capitalization, or accent marks to include on your diploma name. The name on your diploma will match your name on university records. Official changes may be made through the Registrar's Office, Registration Division.

Expected Graduation Term and Year (e.g. Fall 2019) \_\_\_\_\_

Degree and Major (e.g. BA Biology) \_\_\_\_\_ Catalog Year \_\_\_\_\_

Emphasis (If applicable) \_\_\_\_\_

Minor (If applicable) \_\_\_\_\_ Catalog Year \_\_\_\_\_

2nd Minor (If applicable) \_\_\_\_\_ Catalog Year \_\_\_\_\_

Certificate (If applicable) \_\_\_\_\_

- Yes  No  N/A Is all transfer work, if applicable, currently showing on your Degree Audit Report?
- Yes  No Are you repeating any courses for which you have already received credit?
- Yes  No Have you reviewed your Degree Audit Report and do you have a plan to complete all requirements?
- Yes  No Have you discussed your graduation plans with your academic advisor?
- Yes  No  N/A Will final grades for incompletes (I) and work in progress (T) classes be submitted by the end of this term?
- Yes  No  N/A Will final grade for internships/student teaching/preceptorships/study abroad be submitted by the end of this term?
- Yes  No Are you completing a combined undergraduate/graduate program (e.g. BS/MS)

## Declaration

I understand that all coursework should be completed by the conferral date, that my degree will not be posted until the Registrar's Office certifies I have completed all degree requirements, which may take 4-8 weeks beyond the conferral date, and that my diploma will be mailed to the **mailing address** current on CIS at the time of diploma ordering after my degree is posted. I further understand that if I do not graduate as expected I will need to submit a new reapplication and pay the associated fee.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## FOR REGISTRAR'S OFFICE USE ONLY

Entered: \_\_\_\_\_ Audited: \_\_\_\_\_ Prelim: \_\_\_\_\_ Evaluated: \_\_\_\_\_

Certificate: \_\_\_\_\_ Honors: \_\_\_\_\_ Degree GPA: \_\_\_\_\_