

GRADUATION INSTRUCTIONS

If you have completed or will complete all the requirements for your degree you must apply for graduation.

An Application for Graduation (below) must be completed and submitted to the Office of Student Services.

An audit of your coursework will be done to verify that you have completed all the requirements for your degree. You will be notified of the results of the audit before the end of the Add/Drop period. If needed, recommended changes to your schedule will be made at this time.

Following the term a final audit will be completed. Those that have met all requirements will have degrees posted on transcripts and diplomas ordered. Students that are in good financial standing will have diplomas mailed to them. Your diploma, along with a complimentary official copy of your final transcript, will be mailed to you at no charge about six weeks after the end of your term of graduation.

For more information or assistance, contact us at:

Office of Student Services

University of Pittsburgh at Titusville
504 East Main Street
Titusville, PA 16354

Phone: 814-827-4431

Fax: 814-827-4522



UNIVERSITY OF PITTSBURGH AT TITUSVILLE APPLICATION FOR GRADUATION

PLEASE PRINT ALL ENTRIES. This form will be used in preparing your diploma.

Enter your legal name as you would like it to appear on your diploma.

_____	_____	_____
First Name	Middle Name or Initial	Last Name
_____	XXX – XX -	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Student ID Number	Last four digits of your SS Number	
_____	_____	
Telephone Number	E-mail address	

Complete Mailing Address:

Street

City State Zip

Anticipated Graduation Date:

April Year _____ August Year _____ December Year _____

Degree Applied For:

- | | |
|--|--|
| <input type="checkbox"/> AS Accounting | <input type="checkbox"/> AS History |
| <input type="checkbox"/> AS Biology | <input type="checkbox"/> AA Liberal Arts |
| <input type="checkbox"/> AS Business | <input type="checkbox"/> AS Natural Science |
| <input type="checkbox"/> AS Business Information Systems | <input type="checkbox"/> AS Nursing |
| <input type="checkbox"/> AS Computer Technology | <input type="checkbox"/> AS Psychology |
| <input type="checkbox"/> AS Criminal Justice | <input type="checkbox"/> AS Physical Therapist Assistant |
| <input type="checkbox"/> AA Human Services | |

SIGNATURE REQUIRED

Signature of Student Date

Completed forms should be submitted to the Office of Student Services in Davis Hall.

Mailing address:
 Office of Student Services
 University of Pittsburgh at Titusville
 504 East Main Street
 Titusville, PA 16354

Fax number: (814) 827-4522

Office Use Only: