Office of the Registrar
1453 Mission St.
San Francisco, CA 94103
Telephone: (415) 575-6125
FAX: (415) 575-1267

Application for Graduation

Please complete this form and return to the Registrar's Office with the Academic Clearance Form, and the graduation fee. This is due by the fifth week of the semester in which you wish to graduate. A late fee of $30 will be charged after the fifth week of the semester. See the schedule of classes for specific dates.

Semester and Year of Graduation _____

Name_____ _____
(last) (first)

Address_____ _____
(street) (city) (state) (zip)

Home Phone # (_____)_____ Work Phone # (_____)_____

E-mail Address_____

Program_____Concentration_____ Faculty Advisor _____

Please Circle Degree: Certificate BA MA Ph.D. Psy.D. Non-terminal MA

Please print your name ***exactly*** as you wish it to appear on your diploma:

_____

The Date of Conferral of Degree, as it will appear on transcript and diploma, is the last day of the semester in which you complete your requirements (this includes the final approval of you thesis or dissertation). Please allow 2 months after you have completed all graduation requirements, including the sign off from the library, to receive your diploma. Please notify the Registrar's Office with any change of address after graduation for the correct mailing of your diploma.

Note: Psychology Doctoral Students who wish to begin accruing post-doctoral hours for professional licensing may request a special date corresponding to the exact date of completion of all degree requirements.

❑ Check here if you are a Psychology Doctoral student and choose this option. Anticipated date of completion_____
mo/day/yr

Graduation fees:	B.A. degree	$110
	M.A. degree with thesis	$295
	M.A. degree non-thesis	$140
	Psy.D. & Ph.D. degree	$295
	Certificate	$185

This fee covers administrative costs, printing of the diploma, and thesis/dissertation charges. Thesis/Dissertation charges include copyright, microfilming, indexing, abstracting, one deposit copy for the library, one copy for the student, handling and mailing charges.

I have read the attached instructions and understand that I must be enrolled in the semester in which I intend to graduate. I am responsible for completing all requirements and obtaining all signatures on the Non-Academic Clearance Form, and submitting all required materials to the Registrar's Office by the appropriate deadlines. Failure to do so will delay conferral of my degree, and the receipt of my diploma.

Signature of Applicant_____

Reg. 10/2004

OFFICE USE ONLY:
Grad fee paid $_____Dept.#_____ Date_____Acad. Clearance form to advisor_____Rec'd_____