

UF UNIVERSITY of FLORIDA Request to Walk Early in Commencement

This form is for advanced-degree candidates only. Only graduate students who wish to apply to participate out-of-term (i.e., “walk” in a commencement ceremony at a time other than the term in which all requirements have been met) can submit this form.

Note: Undergraduate degree candidates who request to participate out-of-term should contact their college dean’s office and, if approved, obtain a letter to provide to the UF Bookstore to permit regalia orders.

Instructions

Print, complete and submit this form in hard copy with original signatures (no copies or faxes) to your college dean’s office *no sooner than* the first week of the term of the ceremony.

Approval must be granted and the chief marshal must receive notification of the approval *no later than* three weekdays before the ceremony.

Students: Complete and sign

Name:	UFID:
Email Address:	Phone Number: ()
Scheduled term of graduation: Year: _____ Spring ___ Summer ___ Fall ___	
Requested term to walk early in commencement: Year: _____ Spring ___ Summer ___ Fall ___	
Reason(s) for requesting to participate out-of-term (attach additional page if necessary):	
<p>I understand that I will be recognized at the commencement ceremony but my name will not appear in the commencement program. My name will be included in the program during the term all my degree requirements are satisfied.</p> <p>I understand that I am responsible for following all graduation instructions listed on the UF commencement website (www.registrar.ufl.edu/commencement).</p>	
_____ Student’s Signature	_____ Date

College: Dean’s office to complete and sign

Check one and specify reason(s):			
I approve the student to participate in the requested commencement ceremony for the following reason(s):			
I do not approve the student to participate in the requested commencement ceremony for the following reasons(s):			
_____ Signature	_____ Title	_____ College	_____ Date

Send completed form (original hard copy only) to