


## Graduation Application and Instructions

<b>1. Complete Application:</b>	Fully complete applicant's portion of attached application for degree. Please provide a local phone number and accurate information. This information will be used for correspondence and diploma order.	 <p style="text-align: center;"><b>Check off as you complete each section.</b></p>
<b>2. See Your Advisor:</b>	Student and advisor must <b>SIGN</b> and <b>COMPLETE</b> section "C" of the attached application. <b>**ADVISOR CURRICULUM CHECKLIST MUST ACCOMPANY THIS FORM. **</b> <i>(A sample is included.)</i>	<p style="text-align: center;">_____</p>
<b>3. Pay Graduation Fee:</b>	A \$25.00 fee for graduation must be paid <b>ONLINE</b> or to the cashiers at the Bursary before application will be processed. Submit the graduation fee receipt when you turn in your application. Fee payment link: <a href="http://www.valdosta.edu/academics/registrar/forms/">http://www.valdosta.edu/academics/registrar/forms/</a>	<p style="text-align: center;">_____</p>
<b>4. Complete Student Questionnaire &amp; New Alumni Datasheet:</b>	Complete student questionnaire online and New Alumni Data Sheet (OPTIONAL).	<p style="text-align: center;">_____</p>
<b>5. Submit Application:</b>	Submit completed packet to the Registrar's Office. Packet must include: <b>COMPLETED &amp; SIGNED APPLICATION, FEE RECEIPT, AND CURRICULUM CHECKLIST.</b>	<p style="text-align: center;">_____</p>

### \*\*\*Important Information\*\*\*

- Undergraduate students may be eligible for honors recognition. Please review VSU's honors policy in the Undergraduate Catalog.
- Change in expected graduation date: Students who do not complete requirements during the term indicated on the Application must immediately notify the Registrar's Office of the change.
- Changes in the DIPLOMA MAILING ADDRESS must be submitted to the graduation auditors.
- Changes in the DIPLOMA NAME must be submitted to the graduation auditors.
- Contact the Bookstore at (229) 333-5666 for information regarding your cap and gown.
- Applications for Degree should be turned into the Registrar's Office two semesters before expected graduation.
- The Registrar's Office will not process Applications that are incomplete.
- **\*\*All financial obligations to the University must be cleared before an official Diploma will be issued.\*\***



# Application for Degree

Valdosta State University

Office of the Registrar

ADDRESS 1500 N. Patterson St. • Valdosta, GA 31698-0175

PHONE 229.333.5727 • FAX 229.333.5475 • WEB www.valdosta.edu/registrar

## SECTION A: STUDENT BIOGRAPHICAL INFORMATION (Print name **Exactly** as it should appear on the Diploma)

Last Name	First Name	Middle Name	Student ID Number
Local Address _____			Phone Number _____
Permanent Address _____			
Semester to Complete Degree Requirements (circle):    Fall    Spring    Summer    Year: _____			

## SECTION B: DEGREE INFORMATION (circle one)

Undergraduate:    AA    AAS    BA    BAS    BBA    BFA    BGS    BM    BS    BSAT    BSED    BSEP    BSN

Graduate:    DPA    EDD    EDS    MA    MAC    MAT    MBA    MED    MLIS    MMED    MMP    MPA    MS    MSN    MSW

Major: \_\_\_\_\_    Minor (Undergraduate Degrees Only): \_\_\_\_\_

## SECTION C: REMAINING COURSE REQUIREMENTS (To be listed by Advisor)

Courses	Hours	Courses	Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If there are any substitutions or waivers in the applicant's program, the proper forms should be submitted with this Application for Degree meeting requirements specified in catalog (indicate year) \_\_\_\_\_

Signature of Advisor \_\_\_\_\_    Signature of Student \_\_\_\_\_

Date \_\_\_\_\_    Date \_\_\_\_\_

## SECTION D: TO BE COMPLETED BY OFFICE OF THE REGISTRAR **ONLY**.

Date AFD Submitted: \_\_\_\_\_

Receipt Number: \_\_\_\_\_

Totals: NAHR \_\_\_\_\_  
 AFD \_\_\_\_\_  
 VSU \_\_\_\_\_  
 TOTAL \_\_\_\_\_

Additional requirements not listed by advisor:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Graduation TL \_\_\_\_\_    GPA \_\_\_\_\_

Requirements Met:  
 CPC \_\_\_\_\_ RTP \_\_\_\_\_  
 PE \_\_\_\_\_ US HIST \_\_\_\_\_    US CON \_\_\_\_\_  
 HE \_\_\_\_\_ GA HIS \_\_\_\_\_    GA CON \_\_\_\_\_  
 MFL \_\_\_\_\_ COMPS \_\_\_\_\_

Reviewer \_\_\_\_\_    Date \_\_\_\_\_

Final Reviewer \_\_\_\_\_    Date \_\_\_\_\_

## Application for Degree

### Minimum Requirements for Undergraduates

120 semester hours (more in selected majors). The academic work must include a minimum of 39 hours of upper division courses (courses numbered 3000 or above), including at least 21 semester hours of upper division work in the major field. Additionally, no more than 60 semester hours from a two-year institution or more than 90 semester hours from another four-year institution may be used for a VSU degree. No more than 30 semester hours may be earned through any combination of CLEP, credit by examination, correspondence courses, extension work, and advanced placement.

#### Cumulative GPA

A minimum of 2.0 or better (GPA is calculated from all work attempted at VSU. Transfer credit applied to degree requirements may be used to satisfy hours but is not included in the VSU cumulative GPA requirements for graduation.)

#### Grade Requirements

A grade of "C" or better is required in major area courses and in the courses for the minor. Programs may specify other courses in which a grade of "C" or better is required.

#### Residency Requirements

Of the 40 semester hours immediately preceding graduation, at least 30 must be taken in residence at VSU. Any student admitted to the University for the final year must be in residence for two semesters and must complete at this time at least 30 semester hours in residence, including 21 hours of senior college work in the major.

#### Honors at Graduation

- Honors at graduation are determined by the Registrar's Office. Students, particularly transfer students, should not self-assess honors eligibility. Please direct questions to the Registrar's Office.
- Honors at graduation are based upon all academic work attempted including all courses attempted at other institutions.
- At least 60 hours of the credits used to determine honors must be earned at Valdosta State University.
- To determine eligibility for recognition of graduation with honors at the ceremony, the student's grade point average at the end of the term prior to the graduation ceremony will be used. After graduation and all final grades are recorded and all degree requirements are complete, honors are re-calculated and will be added to diplomas and transcripts if honors are achieved.
- GPA Criteria
  - Cum Laude for an overall grade-point average of 3.50 and a VSU cumulative average of 3.50.
  - Magna Cum Laude for an overall grade-point average of 3.70 and a VSU cumulative average of 3.70.
  - Summa Cum Laude for an overall grade-point average of 3.90 and a VSU cumulative average of 3.90.

If you are a transfer student, your Banner GPA is not necessarily your Honors GPA. The Registrar's Office will determine your Honors gpa. Honors shown in the graduation program reflect grades on student transcripts entered through the term immediately preceding graduation. Official honors included on diplomas include all work attempted at VSU and all other institutions, including accepted and non-accepted credit.



# NEW ALUMNI INFORMATION

Office of Alumni Relations  
Valdosta State University  
Valdosta, Georgia  
Phone: (229) 333 – 5797  
Fax: (229) 245 – 3850

Name \_\_\_\_\_  
                    First                                      Middle                                      Maiden                                      Last

Title: Mr. Miss Ms. Mrs. Dr.

Address \_\_\_\_\_

Degree \_\_\_\_\_ Major \_\_\_\_\_ Year \_\_\_\_\_

Profession \_\_\_\_\_ Position \_\_\_\_\_ Employer \_\_\_\_\_

Birth Date \_\_\_\_\_ E-mail Address \_\_\_\_\_

### Parent/Guardian/Nearest Living Relative Information

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell/Work Phone \_\_\_\_\_

### Spouse Information

Name \_\_\_\_\_

School \_\_\_\_\_ Degree \_\_\_\_\_ Major \_\_\_\_\_

Profession \_\_\_\_\_ Position \_\_\_\_\_ Employer \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

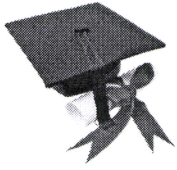
Are you familiar with the Alumni Association?  YES  NO

Would you like more information on the Alumni Association?  YES  NO

# CLUBS/ORGANIZATION MEMBERSHIP

Please Circle if Appropriate

African Students Association	College Panhellenic Council	Kappa Kappa Psi	Sigma Alpha Omega Christian Sorority
Alpha Delta Pi Sorority	College Republicans	Kappa Sigma	Sigma Alpha Pi
Alpha Epsilon Delta	Collegiate Women of VSU	Lambda Pi Eta	Sigma Nu
Alpha Kappa Alpha	Concert Choirs	Latin American Students Association	Sigma Tau Delta
Alpha Kappa Delta	Creative Media & Marketing	Latter-Day Saints Student Association	Society for Human Resource Management
Alpha Lambda Delta	Dance Club	Lifeguarding Club	Society for International Students
Alpha Chi	Dance Marathon	Mass Choir	Society of Physics Students
Alpha Phi Alpha	Deep Release Poetry Society	Meida Arts Genisus	Sociology Club
Alpha Phi Sigma	Delta Chi Fraternity	Men's Club Soccer	Spectator
Alpha Psi Omega	Delta Sigma Theta Sorority Inc.	Men's Lacrosse	Spotlighters
Alpha Sigma Alpha	Distinguished Women of Excellence	Model United Nations	Student Action Council
Ambassadors	Engage	National Association for the Advancement of Colored People	Student Council for Exceptional Children
American Chemical Society	Eta Theta Chapter of Kappa Pi	National Association for Music Educators Collegiate	Student International Reading Association
American Sign Language Club	Exclusive Fashion Models	National Council of Negro Women	Student Government Association
American Society of Interior Designers	Exercise Physiology Club	National Pan-Hellenic Council (NPHC)	Library and Information Science
American String Teachers Association	Fellowship of Christian Athletes	National Residence Hall Honorary (NRHH)	Student Society of Communication Scholars
Anthropology Club	Film and Video Society	National Student Speech-Language-Hearing Association	Student Veterans of America
Arnold Air Society	Forensics Team	Natural High	Students In Free Enterprise
Association for Computing Machinery	Four Directions	Odradek Literary Arts Magazine	Students of the American Red Cross
Association of Graduate Students	Gamer's Gathering	Omicron Delta Kappa	Students United for Real Gender Equality
Astronomical Society	Gay Straight Alliance	On Tap Magazine	Swim Club
Athletic Training Student Assoc.	Geoscience Student Society	Order of Omega	Table Tennis Club
Ballroom Dance Club	Golden Key International Honour Society	Phi Alpha Delta	Tau Beta Sigma
Baptist Collegiate Ministries	Graduate Social Work Organization	Phi Beta Lambda	Tau Kappa Epsilon
Beta Alpha Psi	Habitat for Humanity	Phi Beta Sigma	The Center
Beta Beta Beta, Psi Phi Chapter	Health and Physical Education	Phi Delta Sigma	Trombone Ensemble
Black Student League	Heart of Faith Ministries	Phi Mu Sorority	Unity Necessitates Individual Triumph
Blazer Corps of Cadets	Heart to Heart Association	Phi Mu Alpha Sinfonia Music Fraternity	Urban Demand Media Marketing Group
Blazer Cycling	Hearts Everywhere Reaching Out for Children	Phi Sigma Kappa	Up til Dawn
Blazer Gardens @ VSU	Higher Education Student Association	Philosophy and Religious Studies Club	USITT- VSU Chapter
Blazer Pride	Hillel	Pi Delta Sigma	Value Creation Society
Blazer Victory Ministries	Honors Students Association	Pi Kappa Phi	Wesley Foundation
Blazer Women's Lacrosse	Horticulture Club	Pre-Dental Club	WVVS-Blaze FM Valdosta State Radio
Blazin' Beauties	IMA Student Chapter	Pre-Vet Club	Xchange Ministries
Blazin' Brigade Marching Band	Interfraternity Council	Psi Chi International Honor Society	YoungLife
Campus Activities Board	Investment Group	Psychology Club	Zeta Phi Beta
Campus Outreach	Iota Iota Iota VSU Chapter Beta Xi	Public Relations Students Society of America	Zeta Tau Alpha
Canterbury Club	Iota Phi Theta	Relay For Life	
Catholic Newman Center	Jazz Ensemble	Residence Hall Association	
Chi Omega	Kappa Alpha Order	Rotaract Club	
Christian Student Center	Kappa Alpha Psi	Round Table	
Club Rugby	Kappa Delta	Sigma Alpha Epsilon	
College Democrats	Kappa Delta Pi International Honor Society	Sigma Alpha Iota Music Fraternity	



**Want to influence future decisions of Valdosta State University?  
Tell us about your experience at VSU!**



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**Log into your VSU Student BANNER account today and give your opinion!**

To complete the survey:

- Log into your BANNER Web account using your VSU User ID and Password
- Select Personal Information
- Select Answer a Survey
- Select Graduating Student Survey
  - ***NOTE- If you have already taken this survey once, this option will not appear again.***

For additional information on this survey, please contact the Office of Strategic Research & Analysis at [sra@valdosta.edu](mailto:sra@valdosta.edu) or at 229-333-7831.