December 2013 Graduation

Intent to Walk Form

All graduation candidates must submit this form whether or not you are participating in the graduation ceremony. Return it to: Bellarmine Registrar's Office, Horrigan Hall Room 205, or registrar@bellarmine.edu. Deadline – November 1, 2013.

Full Name (please print clearly):_____

ID Number:_____ **Phone:** _____

Diploma Name: Your name as it will appear on your diploma has already been recorded in the University's computer system. Verify it's accuracy with a Registrar's Office staff member at the Graduation Fair, or login to MyBellarmine and click the MyInformation link (under the Student Tab, Student Business link). Contact the Registrar's Office before November 1 with corrections.

Commencement Participation: Because official diplomas are handed to students as they cross the stage, it is extremely important to know exactly who will be in attendance.

Are you participating in the December 2013 Commencement Ceremony?

____ Yes (complete Part A of this form below)

____ No (complete Part B of this form below)

Note: This form is your official RSVP for the commencement ceremony. If you change your mind after you submit it, you must notify the Registrar's Office prior to the ceremony.

Part A – Commencement Ceremony Participants

Pronunciation of Name: Your full legal name will be read at commencement. To ensure the correct pronunciation please write it phonetically in the space below, or write a "sounds-like" , "rhymes with", or other explanation.

For example, using the name Leigh Kari Bjork
Leigh (sounds like Lee) Kari (like a car-ee) Bjork (sounds like Bee-York)

Pronunciation of Your Name: _____

(you only need to write a pronunciation if your name is commonly mispronounced)

Part B – Non-Participants

Diplomas will be available for pick-up at the Registrar's Office on or after December 19, 2013. Please note, the University will be closed from Dec 24 – Jan 1. We strongly recommend you make arrangements to come to campus to pick it up. Because of the large size, US mail delivery often results in damaged diplomas.

____ I will pick up my diploma

OR

____ Please mail my diploma to the following address:

_____

_____

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