

## COMMENCEMENT “WALK-THROUGH” REQUEST FORM

NAME: \_\_\_\_\_ STUDENT ID: \_\_\_\_\_  
DEGREE: \_\_\_\_\_ MAJOR: \_\_\_\_\_

The student named above has requested permission to participate in the May commencement ceremony as a “Walk-Through.” I have granted permission to do so provided the student fulfills the conditions listed below.

DEAN’S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(or representative)

I understand that I will be allowed to participate in graduation only if I have:

- a. completed all but two courses (up to 8cr) of my degree program,
- b. maintained a GPA that meets the minimum required for my major and graduation,
- c. submitted an approved plan, in accordance with the University residency requirements, for completing the outstanding credits.

STUDENT’S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### \*\*\*PLEASE READ\*\*\*

Walk-Through requests are due in the Registrar’s Office by the **end of February**. Students requesting permission after this time will **not** be guaranteed a cap and gown for the ceremony.

This form must be accompanied by a **Degree Application** indicating the student’s intention to complete his/her program in the summer session following commencement.

Students who successfully complete all requirements for their degrees during the summer session will be awarded their degrees on the September award date.

Students who walk-through the May Commencement will **not** have their names listed in the Commencement program.

Return this form and a Degree Application to the A&S Evaluators in Hillyer Hall 204 & 205 **OR** send via email to [artscisas@hartford.edu](mailto:artscisas@hartford.edu).