

VANDERBILT UNIVERSITY  
Office of the UNIVERSITY REGISTRAR

Application for Intra-Term Graduation

Student ID 000

Full Legal Name \_\_\_\_\_

*First*

*Middle*

*Last*

*(Preferred)*

Name for Diploma \_\_\_\_\_

*First*

*Middle*

*Last*

Phone Number: \_\_\_\_\_ Non-Vanderbilt Email Address: \_\_\_\_\_

Hometown City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Grad School Students: Will this be your final degree from Vanderbilt University? YES \_\_\_\_\_ NO \_\_\_\_\_

Grad School Students: Are you continuing in a Ph.D. program? YES \_\_\_\_\_ NO \_\_\_\_\_

I will participate in May Commencement

I will not participate in May Commencement

I will pick up my diploma in the Office of the University Registrar when notified that it is ready (allow 4-6 weeks)

I would like my diploma mailed to me at the address listed below:

\_\_\_\_\_  
\_\_\_\_\_

**\*NOTE! Potential implications of graduating intra-term include, but are not limited to, the following:**

**1. Loan Grace Period:** Students who have borrowed money in the form of student loans (either currently or in the past) will be marked as completed and no longer reported as being enrolled to the National Student Clearinghouse and National Student Loan Data System. This change in reporting will “start the clock” on any remaining grace period the student might have. Loans will come due earlier.

**2. International Student Status:** International students will be subject to laws and regulations pertaining to students separating from the institution. The examples below are just for illustrative purposes and do not represent all situations:

- a. Optional Practical Training (OPT) is limited to twelve months following the completion of the degree.
- b. Students on an F-1 visa have sixty (60) days after graduation to stay in the country.

Please consult with the Office of International Student and Scholar Services for more information.

**3. Vanderbilt Computing Account:** Certain computing services such as YES, email, and transcript requesting are disrupted when a student is no longer active.

**4. Health Services:** Access to the Student Health Center and the University Counseling Center are discontinued on the fifteenth of the month after a student has graduated.

**5. Student Employment:** Students whose employment is based upon being an active student will no longer qualify to be employed.

**6. Health Insurance:** Students who are enrolled in the Vanderbilt Health Insurance program may or may not be eligible for a pro-rata refund depending on the timing of the degree conferral and the options selected at insurance enrollment. See <https://finance.vanderbilt.edu/stuacct/graduate/health-insurance.php> for more details.

**7. Student ID Card:** Graduated students lose Commodore Card access, including access to the Recreation and Wellness Center and other services that require an “active” student status.

*Note: ALL grades must be submitted on or before the conferral date or the degree will not be posted.*

**By signing below, I confirm that I have read the above information, and I request to have my degree conferred:**

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Student: Return to the Program of Study for DGS Approval.

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Application for Intra-Term Graduation (pg. 2)

Student ID 000

Student Name \_\_\_\_\_

SCHOOL APPROVAL

Student School Graduate School Degree Earned \_\_\_\_\_

Major(s) \_\_\_\_\_ Department/Program \_\_\_\_\_

**Department or Program please verify:**

- All Grades Posted (required for student to receive transcript (initial/date): \_\_\_\_\_
- Degree Audit Satisfied, if any (initial/date) \_\_\_\_\_
- Student Meets Degree Minimums (initial/date): \_\_\_\_\_
- Should student be dropped from any current term enrollment? (yes/no/initial/date): \_\_\_\_\_

The candidate listed above has completed all degree requirements for the degree outlined above. Please post this degree to the candidate's record effective (Month/Day/Year) \_\_\_\_\_.

**DGS Approval**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**DGS Justification:** (Briefly describe the reason for the intra-term graduation request, i.e. please explain why the student needs to graduate sooner than one of Vanderbilt's regular graduation opportunities in August, December, or May):

\_\_\_\_\_  
\_\_\_\_\_

**Associate Dean Approval**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

*School Official: Return to URO by noon of the relevant degree posting date below:*

- January 31 (Spring Cohort)
- February 28 (29) (Spring Cohort)
- March 31 (Spring Cohort)
- June 30 (Summer Cohort)
- September 30 (Fall Cohort)
- October 31 (Fall Cohort)

*Note: Students whose degree cannot be posted will be returned for resubmission for a later graduation.*

URO USE ONLY:

[VU\_SR\_GRAD\_DEGREE\_MIN\_FINAL] \_\_\_\_\_

[VU\_SR\_EDIT\_TRANSFER\_CRED\_MAX] \_\_\_\_\_

[VU\_AA\_RG\_FAILED (career>egt>all prog>fail, vnip)] \_\_\_\_\_

Additional plans reviewed (CERT, DASH-GRAD) \_\_\_\_\_

Current/future term cancellation \_\_\_\_\_

Student Attribute SRIT Value: \_\_\_\_\_

Post Date \_\_\_\_\_