FOR OFFICE USE ONLY

AP1

STEPHEN F. AUSTIN STATE UNIVERSITY
UNDERGRADUATE REQUEST FOR GRADUATION AUDIT

Graduation Month: (circle one) MAY AUGUST DECEMBER **Year:** ____

1. It is important to note that applying and graduating are often two separate details. Please ensure you maintain good academic standing so as not to jeopardize your successful graduation.

2. Please return application by mail, e-mail or fax:
   Registrar Office, P O Box 13050, SFA Station, Nacogdoches, TX 75962
   Fax Number: (936) 468-7638
   E-mail: graduation@sfasu.edu

3. *Beginning September 1, 2011, cost for graduation is $50 per diploma. This charge is applied to your account. Please* ***pay at the SFA Business Office or through MySFA****.*

4. For detailed information about graduation you will need to visit our web site at: www.sfasu.edu/registrar. Then click on the link: Graduation Department.

5. Do you plan to participate in the Commencement ceremony? _____Yes _____No

Please complete application below:

Name_____SID#_____
(Diploma will be issued in student's legal name.) (*Proper legal documentation will be required for name change.*)

Address to mail diploma_____ Phone #_____

_____ Cell # (_____) _____
City State Zip

Degree to be awarded _____

Major_____ Minor _____

Did either of your parents (or legal guardians) graduate from college?____YES _____NO

6. By signing below, I agree to and understand the following statements:

I authorize the Texas Higher Education Coordinating Board to disclose the number of semester credit hours that I have taken at all institutions of higher education in Texas to Stephen F. Austin State University for the purpose of determining my eligibility for a tuition rebate.

I understand that applying for the rebate does not guarantee receipt.

I UNDERSTAND THAT I MUST COMPLETE ALL REQUIREMENTS BEFORE A DEGREE CAN BE AWARDED.

_____ Personal E-mail: _____
Student's signature Date (For Contact Info)