

FOR  
OFFICE  
USE ONLY  
  
AP1

STEPHEN F. AUSTIN STATE UNIVERSITY  
**GRADUATE** REQUEST FOR GRADUATION AUDIT

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

1. It is important to note that applying and graduation 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 Address: [graduation@sfasu.edu](mailto: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](http://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:    Please print legibly**

Name \_\_\_\_\_ SID# \_\_\_\_\_  
(Diploma will be issued in the 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 \_\_\_\_\_

Bachelor's Degree Earned at: \_\_\_\_\_

Did either of your parents (or legal guardians) graduate from college? \_\_\_\_\_ YES \_\_\_\_\_ NO

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

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