

REQUEST TO PARTICIPATE IN COMMENCEMENT

I am lacking requirements for graduation and plan to enroll in summer courses to complete those requirements. Based on my summer registration, I request permission to participate in the **2025 Commencement Ceremony**. I understand that for summer session, a full-time load is considered to be 6 units. Students are not permitted to take more than 11 units during the summer session without approval from a College of San Mateo counselor.

DATE: _____

G#: _____ PHONE _____ EMAIL _____

NAME (Please print) _____
Last First Middle

I must fulfill the following requirements:

Course Name/Number	Course Name/Number
Course Name/Number	Course Name/Number

Before submitting form to the Office of the Vice President of Student Services at csmvps@smccd.edu or room 10-474E, **BE SURE TO:**

- Attach Degree Works summary which lists unfulfilled courses/units for degree
- Attach a print-out of summer term registration from WebSMART for required courses/units
- Specify which degree(s) you are petitioning for

PETITIONERS PLEASE READ

I understand that this petition is to participate in the **2025 Commencement Ceremony ONLY**, and if approved, it does not guarantee an associate degree from College of San Mateo. In order to be considered for a degree, I must complete and pass all courses required by my major and submit an application to Admission and Records.

I also understand that since I will not have completed graduation requirements by the end of the spring semester, my name will **not** appear in the **Class of 2025 Commencement** program. Only students who have completed all requirements by the current graduation year - summer, fall and spring – are considered to be members of the graduating class.

Student Signature

Visit <http://collegeofsanmateo.edu/commencement/> for information regarding the Commencement ceremony. Please note that **May 01** is the deadline to register for the ceremony and **May 21** is the deadline and buy a cap/gown at the Bookstore.

FOR OFFICE USE ONLY

Approved <input style="width: 30px; height: 20px;" type="checkbox"/>	Denied <input style="width: 30px; height: 20px;" type="checkbox"/>	_____ Signature, Vice President of Student Services Date
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