



**Application Deadline: April 15th, 2019**

## Important Information, Read Carefully:

### 1. Application Fee - \$50

- The graduation application fee is required of all graduating students, even if the student is not planning on attending convocation. Late applications will be charged an additional \$25.

### 2. Convocation Ceremony – **Saturday, June 8th, 2019**

- You will also be sent an email reminder about convocation closer to the date.

### 3. Eligibility

- It is your responsibility to ensure you have met all academic requirements for completion of your degree. If your application is approved, you will receive an email from the Office of the Registrar confirming your graduation. If you are currently registered in courses required for graduation, you will not be approved until we can evaluate your application in full after the current semester has ended. If you are unsure if you have met your academic requirements, please contact your Academic Advisor.

### 4. Parchment

- Parchments are only issued once a year during Convocation. Students who do not participate in the convocation ceremony can pick up their Parchment from the Office of the Registrar up to 10 days following the ceremony, after which it will be mailed to the address on file. Please ensure your information is up to date in MY LION.

### 5. Financial Holds

- Students who have outstanding fees owed to St. Mark's College or Corpus Christi College will be unable to receive their parchment and transcript indicating they have completed the Associate of Arts degree. They will be allowed to participate in Convocation pending approval from the Registrar's Office.

### 6. Transfer Credit

- A minimum 50% of your program must be complete at St. Mark's College or Corpus Christi College. If you have transfer credit from another institution that you will be using for your degree, please ensure you have submitted these Official Transcripts to the Office of the Registrar. Transfer Credit will not be approved unless we are able to evaluate them based on the Official Transcript.

### 7. Use of Information

- All graduates will have their information provided to the Office of Development and Alumni Relations unless notified in writing by the student.



**Student Information**

Legal First Name: \_\_\_\_\_ Legal Last Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

I understand that my legal name as it appears on this form will be the name printed on my parchment.

**Credential Information**

I am applying to graduate with the following degree:

- Associate of Arts
- Bachelor of Arts in Theology and Culture
- Master of Arts in Religious Education
- Master of Arts in Theological Studies
- Master of Arts in Pastoral Studies
- Master of Arts in Catholic Education Leadership

- I have completed all courses required for my degree.
- I am currently enrolled in courses needed to complete my degree.

**Transfer Credit**

- I have transfer credit from another institution that I would like applied to my degree. (Please submit official transcripts)

**Convocation Information**

- I will be attending the Convocation Ceremony on June 8th, 2019. (Recommended! More information will be sent closer to the convocation date.)

If attending Convocation Ceremony, please select your gown size:

- Size 33 ( 4'0" – 4'2" / 120 – 127 cm)
- Size 39 ( 4'6" – 4'8" / 137 – 143 cm)
- Size 42 ( 4'9" – 4'11" / 144 – 150 cm)
- Size 45 ( 5'0" – 5'2" / 151 – 158 cm)
- Size 48 ( 5'3" – 5'5" / 149 – 166 cm)
- Size 51 ( 5'6" – 5'8" / 167 – 173 cm)
- Size 54 ( 5'9" – 5'11" / 174 – 181 cm)
- Size 57 ( 6'0" – 6'2" / 182 – 188 cm)
- Size 60 ( 6'3" – 6'5" / 189 – 195 cm)
- Size 63 ( 6'6" – 6'8" / 196 – 201 cm)

- I will not be attending the Convocation Ceremony on June 8th, 2019

**Declaration of Applicant**

I understand that photos or videos taken by St. Mark's College and/or Corpus Christi College during the convocation ceremony may be shown on their respective websites or be used in promotional materials. A third-party photographer will be photographing graduates for headshots on the day of graduation prior to ceremony. I understand these photos may be displayed on campus. I have read, understood and agree with the statements made on this application.

Student Name (Please Print): \_\_\_\_\_ Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit form with \$50 graduation fee by April 15, 2019 to the Front Desk. Payment of graduation fee can be made in person by cash, cheque, credit card or debit card at the Front Desk.**

\*For office use only: Graduation Fee has been paid: Received by \_\_\_\_\_ Date \_\_\_\_\_