

APPLICATION FOR GRADUATION

PLEASE PRINT YOUR NAME CLEARLY AND EXACTLY AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA. *If your name and address are different in our system (CUNYfirst), it is necessary to submit a change of Name/Address form. Any question or comments please email us at GRADUATIONAUDITS@Baruch.cuny.edu

STUDENT INFORMATION

EMPLID (CUNYFirst ID)	Date of Birth	
Name: First	Middle Name or Initial	Last
Current Street Address		Day Phone
City	State	Zip
Baruch Email Address		@baruchmail.cuny.edu

APPLICATION PROCESSING

This application for graduation is your? First Submission Revised Form

Date of Graduation:

January 20 _____ (Finishing Fall)	June 20 _____ (Finishing Winter/Spring)	September 20 _____ (Finishing Summer)
Fall Deadline: September 15 th	Winter/Spring Deadline: February 15 th	Summer Deadline: June 15 th

Undergraduate Degree

- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Science

Graduate Degree

- Master of Arts
- Master of Business Administration
- Master of Public Administration
- Master of Science
- Master of Science in Education
- Master of International Affairs
- Doctor of Business Administration

Major/Specialization: _____

APPLICATION POLICY AND AGREEMENT

Weissman School of Arts & Sciences and School of Public Affairs Undergraduate Students Only:

An approved specialization form (B.A./B.S Degree ONLY) must be filed with the department in which you are majoring. If you have not filed one, do so immediately. Your graduation audit will not be completed until a copy of your specialization card is received in the Registrar’s Office.

Graduate Students Only:

You must be enrolled or maintain matriculated status during the semester intended to graduate; otherwise, there will be a maintenance fee of \$225 (NYS Residents per semester) or \$370 (Non-Residents per semester).

Please Read Before You Sign:

You will be notified ONLY through your Baruch Webmail account if there is a problem. If you have been deleted, you must file a new graduation application. All requirements must be cleared before filing for graduation and the date the degree is conferred. This includes:

- Resolution of grades (INC, PEN, WA). Grades will not be changed after graduation.
- Submission of major project, thesis or comprehensive exams
- Non CUNY Permit and Study Abroad grades -- Official transcript from the host college must be submitted to Baruch. It is not recommended to go on Permit or Study Abroad during your last semester; it may jeopardize your graduation.

I have reviewed by Degree Works audit at https://degreeworks.cuny.edu/Dashboard_bb and have or will resolve all outstanding issues.

After completion of the form, save and email to GRADUATIONAUDITS@Baruch.cuny.edu. Form must be emailed from a Baruch College email account.

Student’s Signature

Date