Emory College awards degrees three times a year: May, August, and December. However, we have only one set of commencement ceremonies in May when we award diplomas publicly. To accommodate students who wish to participate in the May Commencement but who do not fall under the normal four-years-to-degree model, the College has established the following set of guidelines:

1.) Students are permitted to walk in the Commencement ceremonies of their entering class. This Commencement usually occurs four years after entering Emory or Oxford College. **Students may not participate in Commencement early,** (for example, after only three years) unless ALL requirements are completed. Of course, students who graduate early may always return and walk with their entering class the following May.

2.) Students seeking to participate with their entering class may request “Permission to Walk” with their class if they lack no more than 16 hours of additional coursework or other requirements that will be fully completed the Summer or Fall semester immediately following May Commencement.

3.) Students canceled from the Graduation List due to unsatisfactory coursework on Senior Grade Roll Day (Friday before Commencement) will be notified and automatically granted permission to walk in the Commencement Ceremony by the Dean of the College. Therefore, these students do not need to complete a Permission to Walk form.

4.) Please be aware that when Permission to Walk is granted, the student will participate in the Commencement exercises but will not pick up his or her diploma following the ceremony. While all names will be read aloud and all students will walk across the stage, the students should also be aware that their names will NOT be printed in the Commencement Program because of that document’s official status. All students who officially receive their degrees in the August or December following the Spring Commencement when they walked will instead have their names appear in the Commencement program the following May.

5.) Students studying abroad who are planning to graduate and who anticipate that their grades might not be posted by Grade Roll Day do NOT need to submit a Request for Permission to Walk with Class. These students will be notified and automatically granted permission to walk in the Commencement Ceremony by the Dean of the College.

6.) Students receiving a dual degree from Emory and Georgia Tech are permitted to participate in the Emory Commencement if their entering class is graduating and they have 16 hours or less left to complete the Emory Degree. Dual degree students who have not yet completed all requirements for the Georgia Tech degree may participate fully in the Emory Commencement if all requirements for the Emory Degree are met.

**SUMMER OR FALL GRADUATES ONLY:**
If a student receives a degree in August or December and did not receive Permission to Walk with his or her class or was not eligible to walk in the prior May graduation, he or she may walk in the Commencement exercises that will occur the following May after the student receives the degree. If a student chooses to participate in May Commencement, the student should indicate this on the Summer or Fall Degree Application; no further action is necessary. The diploma for Summer and Fall graduates will be mailed within six weeks after the student’s graduation date to the address listed on OPUS.

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### Student Information (Fill in the biographical data below and return the form with your original signature to White Hall 300).

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Emory ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>First Name</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Cell Phone:**

**Email Address:**

List the courses still needed to graduate:

**Student Signature:**

**Date:**

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### For Office Use Only (Decision will be indicated below and emailed to the student):

- [ ] I am pleased to approve your request and allow you to take an additional course(s) over _________________ semester/year.
- [ ] You are not eligible to participate in Commencement due to ____________________________

**Reply sent to student:**

[ ] yes  [ ] no  **Date Sent:**  **Sent by:**

**Signature of Dean or Dean’s Designee:**