



**Plan or Petition to Participate in Commencement
Ceremony Prior to Completion of
Degree Requirements**

Student Name _____ Date _____

ID _____ Major _____

Second Major (if applicable) _____ Minor (if applicable) _____

Major Adviser(s) Name(s) _____

Current Grad Sess/Yr _____ Requested Commencement Yr of Participation _____

Check below which circumstance applies to you:

1. _____ I am within 4.0 course credits of completing degree requirements.
2. _____ 3/2 Engineering major who has completed 3 years of Scripps requirements.
3. _____ I am **not** within 4.0 course credits of completing degree requirements and/or, my plan includes transfer credit to complete my requirements.

Instructions:

1. If #1 or #2 above applies, you must provide a detailed plan of action for completion at Scripps, consistent with the residence requirement. Your plan will be reviewed by the Dean of Faculty and the Chair of the Faculty Executive Committee.
2. If you are a 3/2 Engineering major in your third year, include a Senior Major Form (and minor form, if applicable)
3. If #3 above applies, you must submit a petition, which includes your statement and your adviser's statement. Your statement must: a) identify what requirements remain outstanding; b) articulate your plan to complete these requirements; c) provide a timeline for completion and; d) speak to what circumstance(s) prevented you from completing these requirements. The petition will be forwarded to the Dean of Faculty, who will bring it to the Faculty Executive Committee for consideration.
4. Include a brief statement from your major adviser(s) confirming your progress in completing major requirements. If you have two majors, a statement is required from each adviser.
5. Submit all materials including adviser statements to the Registrar's Office no later than the spring senior grading deadline. This deadline is firm.

Registrar's Use Only:

Plan/Petition approved or denied: _____

Date approved or denied: _____

Student/adviser notified: _____

Public Events notified: _____

DOF notified: _____

Database *Gradwalk* updated: _____

Commencement program updated: _____

Commencement participant list updated: _____