

**Petition to Participate in Graduation Ceremony and BFA Show Before Completing Academic Obligations**

Proposed Graduation Ceremony: \_\_\_\_\_

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

- Step 1: Meet with your advisor to determine what classes you need to graduate. If the summer schedule is offering the class(es) that you need to complete your program of study, complete this form.
- Step 2: Register for the summer class(es) that you need to fulfill degree requirement(s) for your program of study.
- Step 3: Attach the summer schedule that reflects your registration in the courses outlined in the table below.
- Step 4: Meet with the Dean or Assistant Dean to discuss the proposal and, if approved, have them sign below.
- Step 5: After completed, turn this form in to the Registrar.

I will not have completed the required number of classes needed to graduate by the end of the above semester. In order to participate in the BFA Show and Graduation Ceremony during the above semester, I have registered for the following summer course(s) to fulfill the requirement(s) that I need to complete my program of study.

If my request is approved, I understand that I can register for a maximum of two (2) classes over the summer and participate in graduation and BFA Show in the Spring semester.

Course(s) Needed to Graduate:	# of Credits Needed:	Course(s) Registered for Summer:

Approval of this proposal is dependent upon your registration in the above summer coursework. If you drop or withdraw from any of the above class(es) before graduation or the BFA show, this proposal will be nullified and you will not be able to participate in the ceremony and BFA show and your graduation will be delayed.

Any questions or concerns should be directed to Haley Morris-Cafiero, Assistant Dean, by email [hcaferio@mca.edu](mailto:hcaferio@mca.edu) or by phone (901) 272-5171.

Date: \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Dean or Asst. Dean Signature