

Application for Graduation
M.Ed. Program
Concord University

Please complete the attached paperwork accurately, completely, and legibly.

To prevent delays or miscommunication among applicants and campus offices, applicants should complete the following steps in the order presented.

1. Go to the Business Office window (located on the second floor of Marsh Hall) and pay your \$50.00 graduation fee.
2. Go to the University Bookstore to order your graduation gown (additional cost).
3. Return the completed graduation application to the Registrar's Office by the application deadline. The actual graduation application should reflect a Business Office receipt number and University Bookstore validation before being returned to the Registrar's Office.

Comments

- August graduates should apply no later than May 15. August graduates for the M.Ed. Program should plan to participate in the following December ceremony.
- Any applicant for graduation who chooses not to participate in the appropriate May or December ceremony must notify the Registrar's Office of this decision in a timely manner (preferably when the application is submitted to the office for processing).
- Approximately three to four weeks after applying for graduation, a Graduation Audit will be mailed to the applicant. The audit will show current grade point averages, course enrollments and comments regarding areas of concern related to degree/graduation requirements. Applicants should review the audit carefully and contact the Registrar's Office (Marsh Hall 202) immediately if they have questions or concerns.
- Diplomas will not be available for approximately 8-10 weeks following the ceremony. The diplomas will be sent to the mailing address listed on the Graduation Audit form.

