



Application for Graduation

Complete this form and return to:

Application for Continuing Education Graduation, Extended Education, 166 Extended Education Complex,
University of Manitoba, Winnipeg, MB R3T 2N2

Fax: (204) 474-7660

To be eligible to graduate, students must submit the *Application for Graduation*.

Please select expected graduation date. It is the responsibility of each student to be familiar with the graduation requirements of the program in which they are enrolled. Check our website under *Administrative Policies* for further information.

- October*** – Application deadline: August 31
Program requirements deadline: September 1
- April (Municipal students only)** – Application deadline: February 1
Program requirements deadline: March 1
- January*** – Application deadline: November 30
Program requirements deadline: December 1
- June** – Application deadline: April 1
Program requirements deadline: April 30

*Completion letters and transcripts will be mailed approximately 6 weeks after the application deadline dates and certificates will be presented at your graduation ceremony in June.

Information pertaining to the June graduation ceremony will be mailed to potential graduates in April/May.

Certificate Program you are applying to graduate from: _____

- Mr. Mrs. Dr.
 Ms Miss

Last Name

First (Given) Name

Middle Name(s)

Preferred First Name

Home Address

City/Town

Province

Postal Code

Telephone (Home)

Telephone (Business)

Fax

E-mail Address: _____

Has your address changed in the last 12 months? Yes No

Name to appear on certificate: _____

I hereby certify that my name as indicated above is my full legal name.

Signature

Date

For those not able to attend graduation in June, certificates will be mailed 2-3 weeks following the ceremony.

This personal information is being collected under the authority of *The University of Manitoba Act*. It will be used for the purposes of producing and maintaining a record of potential graduates. Extended Education will publish the names of graduates in the Continuing Education Graduation Ceremony Programme. Upon graduation, the student's name, address and certificate information will be provided to and maintained by the Alumni Records department in order to assist in the University's advancement and development efforts. It will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act*. Your personal information is protected by the Protection of Privacy provisions of *The Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of your personal information, contact the Access & Privacy Coordinator's Office (204-474-8339), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, Manitoba, Canada, R3T 2N2.