



GRADUATION APPLICATION

Check the box for the applicable graduation term:

Grad Term: Summer 2010 Ceremony: September 2011

Grad Term: Fall 2010

Grad Term: Spring 2011

Please Print Clearly

Student Name: _____
(As you wish it to appear on your degree)

ID Number: _____

Program:

- Bachelor of Business Administration (BA)
- Bachelor of Science in Computer Information Systems (CIS)
- Bachelor of Science in Electronics Engineering Technology (EET)
- Bachelor of Science in Computer Engineering Technology (CET)
- Bachelor of Science in Network and Communications Management (NCM)

I wish to participate in the **Calgary** convocation ceremonies:

Yes **No** (see page four for conditions)

Please indicate how you would like to receive your degree, should you not participate in the ceremony:

Pick up at the Calgary campus **Xpresspost**

Please provide your address. (Compulsory for all the students)

Name

Address

City/Province

Postal Code

E-mail Address: _____ Telephone #: _____

The submission of this application does not assure graduation. DeVry reserves the right to withhold the degree if graduation requirements are not met.

Concentration / Track / Technical Specialty. Students currently are unable to have multiple Final Unit Sets and must select one from the list below:

***NOTE: Please be sure to select the concentration that is within your Current/Active Program.**

Please put a checkmark (✓) in the box (☐) of your desired

Programs that do not have area concentrations

- Network and Communications Management (NCM)
- Cisco Academy (Cisco)
- Non-matriculation (NMUGN)
- Electronics Engineering Technology (EET)
- Computer Engineering Technology (CET)

Computer Information System (CIS)

- Business/Management
- Computer Forensics
- Database Management
- Information Systems Security
- Systems Analysis and Integration
- Web Development and Administration
- Flex Option
- Undeclared

Business Administration (BA)

- General Business Option
- Business Information System
- Finance
- Hospitality Management
- Production Management
- Project Management
- Sales and Marketing
- Security Management
- Small Business Management and Entrepreneurship
- Technical Communication
- Undeclared

Requirements for Students Pursuing Degree Completion

Academic Requirements

1. You must apply for graduation on or before *Friday of Academic week 10 or week 2 of Session B* in your **second last term of study**. **Late applicants may be subject to a \$50.00 administrative fee.**
2. You must take and pass all courses required for graduation as outlined by your Program Chair. You must maintain a cumulative grade point of 2.0 or higher. **If you do not maintain a minimum cumulative grade point of 2.0 or pass all courses, you are not eligible to graduate and must reapply in the following term.**
3. You must successfully complete 12 credit hours in a single term at the degree-granting institute to establish residency for your degree.

Tuition Payment and Student Loans

1. DeVry Inc. requires full cash payment at the beginning of the term for tuition, books and supplies. Student loan payments must be received no later than the end of the second month of the term. Any fees not covered by the amount of the student loan must be paid at the **beginning** of the term.
2. All money owed to DeVry from previous terms must be paid prior to a student entering their graduate term.
3. Students who intend to apply for student loans for their final period of study or who require interest free status on previous student loans must see Student Finance to discuss their status and application process.
4. Canada Student Loans must be negotiated at a Canadian bank after an Institute Official has confirmed the student's full-time attendance on the loan certificate.

I have read and understand the above terms and conditions.

Student Signature

Date

"My signature serves as consent to the use of my name in the Commencement program and to being photographed during the event. I also understand that such photographs may be used by DeVry University in marketing and promotional materials."

Calgary Convocation Conditions

**Contact Fayaz Somji (fsomji@devry.edu) to make changes to this form.
Changes after Academic Week 5 may be subject to a \$45.00 fee.**

Gown: Gowns will now be purchased instead of rented. Gowns purchased before the end of your final term cost \$35. Gowns purchased late (after your final term) cost \$50. Payment can be made to the cash office.

Degrees: Degrees are awarded on convocation day to graduating students who have met all academic and administrative requirements. Students who choose not to participate may pick up their degree at the Calgary campus the week following convocation.

CET and NCM students may be eligible for the following academic honours:

<i>Title</i>	<i>CGPA</i>
Cum Laude	3.50 - 3.69
Magna Cum Laude	3.70 - 3.89
Summa Cum Laude	3.90 - 4.00

Honours recognition at convocation is based on minimum expectations of a student's performance. When final grades are processed, students who have achieved a higher designation may exchange their degree at the Registrar's Office. Please note that **DeVry Calgary degrees do not list honours.**

Exit Interview: Students who have had or are currently receiving student loans must attend an exit interview with the Financial Advisor in Student Finance. Exit interviews are held during weeks 13 and 14. Exit interviews are a requirement for graduation.

Exit Interview: Students will also be required to meet with their Career Services Liaison in Career Services for an exit interview. Exit interviews are a requirement for graduation. Dates and times will be posted later.

Library: All library materials must be returned and all fines must be cleared before graduation.