



Application for Graduation Fee Deadline
Fall – September
Spring – February
Graduation Fee \$200.00

BENEDICT COLLEGE
APPLICATION FOR GRADUATION
OFFICE OF THE REGISTRAR & STUDENT RECORDS
BACOATS HALL
1600 HARDEN ST., COLUMBIA, SC 29204
(803) 705-4787(OFFICE)/(803) 705-7057(FAX)

SECTION I: (To be completed by the Student)
You **must** submit the original copy of this form, dated and signed to the Registrars Office for processing.

Student ID: _____
Major: _____
Telephone #: _____ Concentration (If
Applicable): _____
Email Address: _____
Minor: _____

Degree: BA BS BSW

Expected Date of Graduation: May December

Name: _____
First Middle Maiden Last Suffix(Jr., III, etc.)

Permanent Address: _____

Local Address: _____

***PRINT LEGAL NAME LEGIBLY BELOW EXACTLY AS YOU WISH IT TO APPEAR ON YOUR DEGREE**
***(Legal documentation is required for a Name Change. Please attach as necessary.)**

First Middle Last (Jr. Etc.)

I understand that:
❖ If I fail to complete graduation requirements, I will not be able to participate in commencement exercises.
❖ I must re-apply for graduation and pay applicable fees.
❖ I must maintain a minimum cumulative GPA of **2.0** to be eligible for graduation **and satisfy all other requirements.**

Student's Signature: _____ Date Applied: _____

Section II: (To be completed by the School) FOR OFFICIAL USE ONLY

(Please complete and return original copy to the Office of the Registrar – Bacoats Hall).

RECOMMENDED

NOT RECOMMENDED – IF NOT,

REASON: _____

ADVISOR:	CHAIR:	DEAN:
DATE:	DATE:	DATE: