

## GUIDELINES FOR PARTICIPATION IN SLU-MADRID COMMENCEMENTS

### May Commencement

Those qualified to participate as “May graduates” are:

- Those who by reason of their degree conferral date were qualified to participate in an earlier SLU-Madrid commencement but who did not do so;
- Those who have submitted a degree application to the Office of the Registrar and whose degree candidacy has been approved by the Academic Dean;
- Those who at the conclusion of their spring semester have 12 credits or fewer to complete for their degree if, by the final day of the spring semester, they register to take their remaining coursework in the summer sessions which immediately follow;
- Those who are qualified to participate in the St. Louis Campus May commencement, but who petition the Director of Student Life by the prior March 1 to participate instead in the Madrid Campus May commencement.

### December Commencement

Those qualified to participate as “December graduates” are:

- Those who by reason of their degree conferral date were qualified to participate in an earlier SLU-Madrid commencement but who did not do so;
- Those who have submitted a degree application to the Office of the Registrar and whose degree candidacy has been approved by the Academic Dean;
  - While mid-year commencements take place in December, the University’s official degree conferral date is in early January for those completing degrees at the end of a fall semester.

### Notes

- No student may participate in commencements on both the Madrid and the St. Louis campuses, nor in more than one Madrid Campus commencement, for the same degree.
- While a student may under circumstances described above participate in a commencement ceremony prior to the completion of all degree requirements, a student will not receive a diploma nor be issued a transcript indicating degree completion until all degree requirements have been met and the student has an approved “application for degree.”
- No student who is otherwise qualified to participate in a SLU-Madrid commencement will be allowed to do so if the student has a financial hold on his or her record and has not worked out a financial plan approved by the Finance Office.
- The University will not release a diploma, transcript or other academic document to/for anyone with a financial hold on his or her record.
- Those who anticipate enrollment in a SLU-Madrid internship are reminded that eligibility to do so is lost once their degree is conferred.