UNIVERSITY OF SASKATCHEWAN

Application to Graduate (PDF)

IMPORTANT—PLEASE READ BEFORE COMPLETING THIS APPLICATION

- If you have an outstanding account with the University of Saskatchewan, you will be allowed to graduate and to attend the convocation ceremony, but **you will not receive your diploma until the outstanding account is cleared**.
- If you have accumulated credits from another university to satisfy the requirements for your degree, your application to graduate will not be considered unless official transcripts showing completion of these courses are on file with Admissions at the University of Saskatchewan at least **12 calendar days** prior to the first day of Convocation.
- Please complete separate applications if you are applying to graduate from more than one college.
- If you choose to withdraw this application, you must do so in writing at least two weeks prior to the first day of Convocation to the address below.
- If you are ineligible to graduate on the expected date that you indicate below, or withdraw your application, you must submit a new Application to Graduate with a revised expected graduation date.

WHEN DO YOU EXPECT TO GRADUATE? ❑ **Spring** Year (Application Deadline **March 31**) ❑ **Fall** Year (Application Deadline **August 31**)

Student Number	**Complete Legal Name** (You are required to state your complete legal name. This is the name that will appear on the diploma. Nicknames or initials will not be accepted. Please print.)
	First Name / Middle Name(s) / Last Name

CONTACT INFORMATION

The address you indicate will become your primary University contact address, unless you advise us otherwise. All mail will be directed to this address.
If you do not attend Convocation, your parchment will be mailed to you the week following Convocation.

Address	City/Town	Province/State	Postal/Zip Code

Country	Telephone	❑ Effective immediately or ❑ From	To
	( )	Day Month Year	Day Month Year

Specify Type of Degree, Diploma or Certificate If Arts & Science, please indicate B.A. or B.Sc., 3-year, 4-year, honours or certificate.	**College**	**Major or Specialization(s)** Graduate students, please indicate department. Your area of specialization will be sent to your college for confirmation. Once confirmed it becomes a part of your permanent academic record and (for most degrees) of your official transcript. Your area of specialization can NOT be changed once the degree has been awarded.	**Minor** (if applicable)

Hometown (This is printed in the Convocation Program. If left blank, Saskatoon will be used.)	**Province/State**	**Country**

GRADUATE TAX CREDIT

You may be eligible for a one-time post-secondary Graduate Tax Credit to apply against Saskatchewan Income Tax. The University of Saskatchewan will make this application on your behalf by providing the Province of Saskatchewan with a list of eligible graduates. Based on this list, the Government of Saskatchewan will automatically issue a post-secondary Graduate Tax Credit certificate to you in February following Convocation.

Do you wish the University of Saskatchewan to apply for a Graduate Tax Credit on your behalf? Select **A** or **B**:

A. ❑ **Yes** If yes, please indicate your social insurance number here:

B. ❑ **No** I DO NOT authorize release of my name, social insurance number or contact information to the Minister of Post-Secondary Education and Skills Training.

CURRENT STATUS (undergraduate students only)

❑ Presently attending the College/School of _____

❑ Not presently attending.

If **not,** indicate: last College/School attended _____ Last date attended (e.g. 2003) Year

Institution name (if not University of Saskatchewan) _____

OTHER COURSES

Are any courses from other institutions being used towards the degree for which this application is being made? ❑ Yes ❑ No

If **yes**, please list all such institutions: _____

To the best of your knowledge, are official transcripts showing completion of these courses on file with your college or Admissions? ❑ Yes ❑ No

If **no**, have you ordered transcripts to be sent directly to Admissions at the University of Saskatchewan? ❑ Yes ❑ No

STUDENT'S SIGNATURE	**DATE**

Return both the white and yellow copies of this form to:

Student Central • University of Saskatchewan • 105 Administration Place • Saskatoon SK S7N 5A2
Tel: 306-966-1212 • Fax: 306-966-6730 • E-mail: askus@usask.ca • Website: students.usask.ca/convocation

Access to personal information collected by the University of Saskatchewan is governed by provincial legislation and internal policies.