



### Application Information

- Complete all information as requested. Your name will be printed in the commence program as indicated on the reverse side. Please type or print clearly in black ink.
- Submit completed application to Mindy Schminke, 2270A Vet Med, within the first three weeks of your final term.
- Correspondence from the Graduation Office will be sent either to your “in-session” address or ISU email address. To update your address, please go to AccessPlus at <https://accessplus.iastate.edu/frontdoor/login.jsp> or contact the Office of the Registrar, 214 Enrollment Services Center, by phone at (515) 294-1840.

### Things to Do Before Graduation

- Financial Aid and Loans Receivable exit counseling sessions must be completed, as required, before graduation. Please note that if you do complete this information before graduating, a hold will be placed on your university record and you will not receive your transcript until this requirement has been completed. Contact the Financial Aid Office, 0210 Beardshear Hall, (515) 294-2223, or the Loans Receivable Office, 0880 Beardshear Hall, (515) 294-8747, if you have questions regarding your loans.
- All past due financial obligations owed to the University must be cleared prior to graduation. Please note that if you graduate with an outstanding financial obligation, a hold will be placed on your university records. Your transcript will not be released until your outstanding obligation is paid. Contact the Treasurer/Receivables Office, Room 1220 Beardshear Hall, (515) 294-7388 if you have questions regarding your account.
- A nonrefundable graduation fee will be assessed to your university bill the 10<sup>th</sup> day of classes of the graduation term specified on this application. If this application is withdrawn prior to the 10<sup>th</sup> day of classes, you will not be assessed the graduation fee.

### Final Grade Check and Diploma Mailing

Final grade checks will be made approximately two weeks after the end of the semester and diplomas will be mailed to all successful degree candidates. **Failure to meet graduation requirements will cancel this application and will require submission of a new one for a future semester.**

**If you have questions regarding information on this form contact:  
The Office of the Registrar, 210 Enrollment Services Center  
Phone (515) 294-9372, fax (515) 294-9925 or email [graduation@iastate.edu](mailto:graduation@iastate.edu)**

REVISED 06/09