

**Information for Students Seeking to "Walk Through"
a School of Management Commencement Ceremony on Friday, May 7, 2010
(Undergraduate Ceremony at 1:00 p.m. and Graduate Ceremony at 5:00 p.m.)**

[Read Carefully]

*This form is to be used only by individuals who **are not** formally graduating in May – i.e. those students who have missed degree form filing deadlines, are missing courses, or for some other reason are not on the official graduation list.*

Ever since this office has had the responsibility for administering the School of Management's commencement ceremony, it has always been our practice to allow any B.S., M.S., or M.B.A. student to "walk through" the commencement ceremony.

"Walking through" the ceremony means that it will appear to all in attendance that you are graduating; however, there are two differences:

- 1.) Your name **will not** be listed in the printed commencement program. It will only be listed when you officially complete your degree requirements and file your application for degree form.
- 2.) You **will not** receive your diploma (graduate) until you complete all your official degree requirements and file your application for degree form.

Except for these two differences, everything else is the same for you as those actually graduating. Specifically:

- You will wear the appropriate academic attire (cap & gown).
- You will be aligned in alphabetical sequence along with all others receiving the same degree, and
- Your name will be called as you walk across the stage to shake hands with the Dean and receive your certificate of completion.

If this is what you desire to do, simply complete the form at the bottom of this sheet and **return it to the Office of Alumni Relations in Jacobs 150.**

In addition to completing this form, you **must also register to attend a School of Management Commencement ceremony (undergraduate 1:00 pm. and graduate 5:00 p.m.). You must register on-line at <http://mgt.buffalo.edu/home/students/commencement> prior to the April 9, 2010 deadline. (The online registration will be available on the School of Management website beginning in February 2010).**

Remember, this office only has responsibility for the ceremony, and all questions regarding courses, degree requirements, application for degree forms, etc. should be directed to the Academic Office staff in Alfiero 203/204.

11/09-JHS

**Request to "Walk Through" a 2010 School of Management Commencement Ceremony
[Return this form to the Office of Alumni Relations in Jacobs 150]**

I wish to "walk through" a School of Management Commencement Ceremony.

(Please Print All information)

Name _____ Degree expected _____

Local Address _____
(No. & Street)

(City, State & Zip Code)

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