

Instructions

Do not hand write - Must be typed

1. A change of graduation date will cost \$10.00.
2. Choose one of the two following options.
 - a. Pay the fee at the Bursar's counter in the Student Services Center. Submit this form, stamped by the Bursar, to the GAPE counter.
 - b. Mail this completed form along with the payment to the Bursar via check or money order made payable to San Jose State University with the student's name and I.D. written on the check. Indicate that the payment is for a graduation date change. Mail to

Bursar's Office
 San Jose State University
 One Washington Square
 San Jose, CA 95192-0138

This form must be received by Graduate Admissions and Program Evaluations (GAPE) in the Student Services Center before the deadline for filing for an award of graduation. Graduation deadlines are listed online at <http://www.sjsu.edu/gape>. This completed form should be emailed to the appropriate GAPE evaluator (see www.sjsu.edu/gape/about_us/staff), submitted to Window G in the Student Services Center, or sent through interoffice mail to extended zip 0017.

Student Information

Last Name First Name, M.I.
 Student ID Email Address
 Date of Birth

Graduation Information

Change my graduation date from _____ to _____
Semester/Year Semester/Year

Degree and Major

Print full name as it will appear on your diploma. The last name must be the same as in your SJSU record, or you will need to file a name change with the Office of the Registrar via the Change-of-Name form at www.sjsu.edu/registrar/forms.

Last Name(s)

First Name(s)

Middle Name(s) or M.I.'s

Diploma address. **This field must be filled in for the petition to be accepted.** Please update your mailing addresses on MySJSU under Personal Information. A change of address can also be filed with the Office of the Registrar via the Address/Contact Update Request at www.sjsu.edu/registrar/forms. Please notify your GAPE evaluator when a change has been made.

Required Signature

My signature certifies the accuracy of the information provided

Student Signature

Date

For Office Use Only - Do Not Write Below this Line

Date Change Fee.....\$10.00

Account # 82598

Receipt #

Date Paid

Approved

Denied

GAPE Evaluator

Date