



Note:

- Graduation date changes will be accepted up to the last day to add classes for the intended graduation term, however delays in receiving your diploma may occur if not filed by the published deadlines in the Schedule of Classes.

Instructions:

1. Type information directly into each field.
2. Meet with your major advisor for the review and approval of your request. Bring a copy of your major form & worksheet.
3. This request may be subject to further approval by the Associate Dean of your College or AARS(Academic Advising & Retention Services).
4. Pay the \$10.00 fee at the Bursars Office or attach a check or money order (made payable to San Jose State University) to this request.
5. Submit the Graduation Date Change form in person to window "R"(Registrar) in the SSC building or mail to:
Office of the Registrar
Attn: Graduation
One Washington Square
San Jose, CA 95192-0009

SJSU ID _____ Last name _____ First _____ Middle _____
 Major _____ College _____
 Phone# _____ E-mail Address _____

Please change my anticipated term of graduation:

From: Term _____ Year _____ To: Term _____ Year _____
Spring, Summer or Fall 4 digits Spring, Summer or Fall 4 digits

Reasons:

Please mail my diploma to this address:

Street _____ Apartment # _____
 City _____ State _____ Zip _____

Note: It is the student's responsibility to update this information on MySJSU(<http://my.sjsu.edu/>). Please be sure to view or update your current diploma mailing address and email address under your Personal Information. The university will not be held responsible if it is not updated.

 Student's signature _____ date _____

 Major Advisor's printed name & signature _____ date _____

For Office Use Only:	
Date Received: _____	By: _____
Payment Received : <input type="checkbox"/> Yes <input type="checkbox"/> No	By: _____
Comments: _____	
Grad Date Change 01-31-11	