

# GRADUATION REQUEST



UNIVERSITY  
OF THE FRASER VALLEY

Office of the Registrar

Telephone: 604.854.4501  
Toll Free: 1.888.823.8734  
Email: [graduation@ufv.ca](mailto:graduation@ufv.ca)

▪ The fee is \$25. Payment is required for processing of request. Submit completed request by email to [graduation@ufv.ca](mailto:graduation@ufv.ca).

*Applications may be accepted after the deadline with an additional fee.*

▪ Before applying to graduate, review your graduation audit in MyGRADplan and meet with an Advisor to confirm your eligibility. To be eligible to graduate you must be enrolled in the program (some exceptions apply) and all requirements must be met or in progress.

For more information visit [ufv.ca/registrar/graduation/](http://ufv.ca/registrar/graduation/).

<b>P E R S O N A L</b>	<b>By including an address below I understand this will become my mailing address for official correspondence from UFV.</b>		
	UFV student number	Student's full legal name	
	Street Address	City and Province	
	Country	Postal Code	Phone

<b>C R E D E N T I A L</b>	<b>Name</b> The legal name on your UFV student record will be printed on your parchment. If your legal name has changed please submit a Personal Information Change form to the Registrar's Office. Select an option below if you wish to request an adjustment.		
	<b>Exclude middle name</b>	<b>Include traditional name</b> Will appear in brackets between first and last name	
	<b>Include preferred name from UFV student record</b> Will appear in brackets between first and last name		
	<b>Program</b>	Completing requirements as of:	
		YYYY	MM
	Master's	Bachelor degree	Diploma
	Graduate diploma	Graduate certificate	Certificate/Associate Certificate
	Specify other options, if applicable ( <i>co-op, majors, extended minors, minors, options, specializations</i> ):		

<b>C O N V O C A T I O N</b>	<b>Convocation (June)</b>
	All graduates within the graduation year are eligible to attend Convocation ceremonies in June. Information and details will be provided in the spring. Visit <a href="http://ufv.ca/convocation">ufv.ca/convocation</a> for details.
	<b>Parchment</b> You will be contacted by email when your parchment has been prepared. Students completing requirements at the end of winter term - your parchment will be held for convocation in June. Any remaining parchments will be held for pick up for a short period of time, then mailed to the address on your student record. <b>NOTE:</b> All obligations related to fees must be met before the parchment will be released.

<b>STUDENT'S SIGNATURE:</b> _____		<b>DATE:</b> _____	
<b>Payment information - payment is required for processing</b>		<b>Card number</b>	<b>Expiry date</b>
<b>Online banking</b>	<b>Credit card</b>		

FREEDOM OF INFORMATION/PROTECTION OF PRIVACY. The information on this form is collected under the authority of British Columbia's Freedom of Information and Protection of Privacy Act [(RSBC 1996) chapter 126] and the University Act. This information is used only for the administration of academic programs and providing educational and related support services. If you have any questions about the collection and use of this information, contact the Enrolment Services Manager at 604-854-4501 or [reginfo@ufv.ca](mailto:reginfo@ufv.ca).