

**EAST TENNESSEE STATE UNIVERSITY
SCHOOL OF GRADUATE STUDIES
Notice of Intention to Graduate**

You should deliver this form to Burgin Dossett Hall, Rm 309, or mail/fax it to the School of Graduate Studies as shown at the bottom of this document. It is your responsibility to ensure this document arrives at the School of Graduate Studies Office by the specified deadline date posted each term. If you do not submit your intent on time, you will not be considered for graduation and must file a new intent for the following graduation term.

ON THE LINE BELOW, CLEARLY TYPE OR PRINT YOUR NAME AS YOU WANT IT TO APPEAR ON YOUR DIPLOMA

Office Use Only	
Input / Initials	_____
Catalog of Record	_____
College	_____
Program	_____
Concentration	_____
Start Date	_____
Grad Program Specialist	_____

Name _____

E# _____ Telephone Number _____

Contact Information

Students are now responsible for maintaining a current email address. You should verify and correct your address and phone number on GoldLink. Please be advised that incorrect information may result in the loss of valuable information/materials, (Diploma, Cap and Gown, etc.) The Graduation Office is not responsible for loss due to a student's failure to update this address.

Invitations

To order invitations for the Commencement Ceremony please contact: BALFOUR 1-877-225-3687.

Check relevant degree or certificate below. (Note: Certificate earners do not participate in the graduation commencement ceremony.)

GRADUATE DEGREE

- | | |
|--|--|
| <input type="checkbox"/> Master of Accountancy | <input type="checkbox"/> Master of Science |
| <input type="checkbox"/> Master of Allied Health | <input type="checkbox"/> Master of Science in Environmental Health |
| <input type="checkbox"/> Master of Arts | <input type="checkbox"/> Master of Science in Nursing |
| <input type="checkbox"/> Master of Arts in Liberal Studies | <input type="checkbox"/> Master of Social Work |
| <input type="checkbox"/> Master of Arts in Teaching | <input type="checkbox"/> Specialist in Education |
| <input type="checkbox"/> Master of Business Administration | <input type="checkbox"/> Doctor of Audiology |
| <input type="checkbox"/> Master of City Management | <input type="checkbox"/> Doctor of Education |
| <input type="checkbox"/> Master of Education | <input type="checkbox"/> Doctor of Nursing Practice |
| <input type="checkbox"/> Master of Fine Arts | <input type="checkbox"/> Doctor of Philosophy |
| <input type="checkbox"/> Master of Professional Studies | <input type="checkbox"/> Doctor of Physical Therapy |
| <input type="checkbox"/> Master of Public Administration | <input type="checkbox"/> Doctor of Public Health |
| <input type="checkbox"/> Master of Public Health | |

GRADUATE CERTIFICATE

- Archival Studies
- Athletic Administration
- Appalachian Studies
- Biostatistics
- Business
- Economic Development
- Early Childhood Education Emergent Inquiry
- Emerging Technology
- Entrepreneurial Leadership
- Epidemiology
- Gerontology
- Forensic Document Analysis
- Mathematical Modeling in Biosciences
- Health Care Translation and Interpretation
- Health Care Management
- Post Master's Nursing
- School Library Professional
- Storytelling Certificate
- Teaching English as a Second Language
- Urban Planning

Semester in which requirements for the degree will be completed: Semester _____ Year _____

Graduate Major _____

Concentration _____

I have read the Notice of Intention to Graduate and understand that if I do not satisfy the degree requirements for the above stated semester, I must submit a new form in the next term and every applicable term thereafter.

Signature _____

Print Name _____

Date _____

DETAILS OF CAP AND GOWN

Height

Weight

- | | |
|--|--|
| <input type="checkbox"/> 4' 10 - 5' 00 | <input type="checkbox"/> Under 250 |
| <input type="checkbox"/> 5' 01 - 5' 03 | <input type="checkbox"/> 250 - 275 |
| <input type="checkbox"/> 5' 04 - 5' 06 | <input type="checkbox"/> 276 - 281 |
| <input type="checkbox"/> 5' 07 - 5' 09 | <input type="checkbox"/> 282 - above |
| <input type="checkbox"/> 5' 10 - 6' 00 | <input type="checkbox"/> Not Attending |
| <input type="checkbox"/> 6' 01 - 6' 03 | |
| <input type="checkbox"/> 6' 04 - 6' 06 | |
| <input type="checkbox"/> 6' 07 - 6' 09 | |
| <input type="checkbox"/> 6' 10 - 7' 00 | |
| <input type="checkbox"/> Not Attending | |

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