

COMMENCEMENT AND UNIVERSITY HONORS (FOR UNDERGRADUATE DEGREES ONLY)

Commencement is the ceremony in which candidates for the award of degree are recognized. Actual degrees are not awarded at the commencement ceremony. A final degree audit must be completed before a degree is officially awarded. A degree audit will not be completed unless the candidate applies for graduation in the term in which they plan to graduate.

Students participating in a commencement ceremony may be recognized with university honors. University honors are determined by using the institutional grade point average at the end of the semester immediately preceding the semester in which the student is a candidate.

University honors eligibility for cum laude, magna cum laude, and summa cum laude are used as indicated in the section below titled "Graduation with University Honors."

Prior to the May and December Commencement ceremonies students will be notified if they are eligible to participate with university honors at the commencement ceremonies.

Participation with university honors at commencement does not imply that the student will be awarded University Honors. Students must achieve an honors eligible grade point average once final grades are posted for the semester in which the student is a candidate.

Application for Graduation

A student who plans to receive a degree from Texas A&M University-San Antonio must apply for graduation. The Academic Calendar at the front of this catalog and the online Academic Calendar should be consulted for specific deadline dates. The degree will not be conferred unless the candidate has completed the application process on or before the designated deadline.

Use of Official Name on Diploma

Diplomas will be printed with the legal name on files, unless the graduation application indicates a change to the first name as a preferred name has been declared. Name changes can be submitted to the Registrar's office to update, and for graduation purposes, changes need to be made at least 3 months prior to the end of the semester. Students may use a preferred **first** name on their diploma regardless of whether they have legally changed their name. Students who want their preferred **first** name listed on their diploma must submit this information by the deadline for their graduation application.

The preferred first names are limited to alphabetical characters, diacritical marks, and spaces. The preferred first name must be an allowable format. A&M-San Antonio reserves the right to reject preferred name requests that are offensive, obscene or that use derogatory language.

Graduation in Absentia

Graduation in absentia will be permitted only under special conditions stated in writing and approved by the Provost and Vice President for Academic Affairs.