

THE OHIO STATE UNIVERSITY
SCHOOL OF HEALTH AND REHABILITATION SCIENCES

APPLICATION FOR GRADUATION INSTRUCTIONS

GENERAL INFORMATION:

The University requires that each student files an application for graduation before the start of the term prior to the term of graduation. Submit completed application form to the SHRS Student Services Office, 206 Atwell Hall.

Graduation instruction will be emailed to the student's OSU email approximately eight weeks before graduation. At this time, you can review the accuracy of your local address, home town and spelling of your name. Regularly check the name.#@osu.edu email account and the website at www.medicine.osu.edu/hrs for additional information.

Notify the SHRS Student Service Office on or before the **tenth Friday** of the term if you do **NOT** plan to attend Commencement. Students who do not plan to attend the Commencement ceremony should complete a form to request that the diploma be mailed or picked up. This form can be accessed at www.commencement.osu.edu.

LATIN HONORS

At the end of the term preceding your graduation term, the Office Student Services will determine eligibility to graduate with Honors. Students must have earned **30 hours at OSU** to be eligible. All coursework completed at OSU will be considered in determining Latin Honors (includes coursework completed prior to Fresh Start). The University standards of Latin Honors are as follows:

3.50-3.69 Cumulative GPA is **Cum Laude**

3.70-3.89 Cumulative GPA is **Magna Cum Laude**

3.90-4.00 Cumulative GPA is **Summa Cum Laude**

Latin Honors will be noted on the diploma and in the commencement program. Students who fall below the Honors bestowed at the next to the last semester will retain the honors designation. Honors designation will be changed after graduation for students who qualified for Latin Honors in the final term of enrollment.

GRADUATION WITH DISTINCTION

Students completing an approved Honors Research Project will earn the designation, "Graduating with Distinction in [major]" added to the diploma and printed in the commencement program.

GRADUATION WITH HONORS IN HEALTH AND REHABILITATION SCIENCES

Students who have completed an approved Honors Contract will graduate with "Honors in Health and Rehabilitation Sciences." The designation will be added to the diploma and printed in the commencement program.

MINORS

Students who wish to graduate with a minor should check the minor requirements at:

<http://ascadvising.osu.edu/programs/minors> to determine if the minor requires a *Minor Program Form* to be signed by the area offering the major. If the minor requires a signature, students are required to submit the form with the graduation application.

DUAL DEGREES

Students who plan to complete two baccalaureate degrees need to notify the SHRS Student Service Office. Indicate required information on the graduation application and schedule an appointment with the Director of Student Service.

SHRS ALUMNI SOCIETY

SHRS graduates receive a complimentary one year membership in the SHRS Alumni Society. Complete the Alumni Info Form to stay informed about activities of the SHRS Alumni Society.

INSTRUCTIONS

Students should submit the completed graduation applications in the SHRS Student Service Office before the start of the term prior to the term of planned graduation.

Graduation Term/Year: _____ **Division & Track:** _____

Name (First, Middle, Last): _____
(Must agree with name shown on student records)

Student ID: _____ **OSU Email:** _____

Hometown and State (for Commencement Program): _____

Local Address: _____
(Graduation materials will be mailed to this address)

Local City, Zip: _____ **Local Phone:** _____

Select one choice below:

_____ **Bachelor of Science in Health and Rehabilitation Sciences**

_____ **Post Baccalaureate Certificate of Study**

Minor: _____

Dual Major/Degree: _____

(You will need to file a Graduation Application in your respective program for your second degree)

If Dual Degree, indicate which college you will march with at Commencement _____

Student Signature: _____ **Date:** _____

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Office Use Only:

Graduation application inputted in SIS __

Minor posted in SIS ____

Name change form submitted to University Registrar (if applicable): ____

Commencement excuse form submitted to University Registrar (if applicable): _____