

Graduation Application Cancellation Request

Instructions: Use this form if you have previously submitted a graduation application and need to cancel the current application to allow you to submit a new one. After this form has been processed (usually within 3-5 business days), you will receive a confirmation email from the Office of the Registrar with instructions to submit a new graduation application online via Self Service (my.langston.edu).

Student ID_____
Student Name (First Middle Last)_____
Date(____)____-____
Phone

This phone number will only be used by office management to contact you if need about this request.

Current Graduation Application Details

- Degree (Check One):
- Associate's Degree
 - Bachelor's Degree
 - Master's Degree
 - Professional Degree

Major: _____

Original Expected Graduation Term: Fall _____

Spring _____

Summer _____

I wish to cancel my graduation application. I understand that I will need to submit a new one to move my graduation to a different term after this form has been processed. I understand I will not be re-charged the \$25.00 application fee unless I have been previously denied for this degree. If the form is submitted after you are denied, you will be charged another \$25.00 application fee when you re-apply.

Required Signatures:

Student: _____
Print Name Signature Date**Registrar Office Use Only**

Processed by: _____ Date: _____