

For additional convocation information (hood/gown purchases, ceremony dates/times, etc.), please visit our website at www.registrar.uwaterloo.ca/convocation/index.html.

Complete all of the following information. Please print clearly and submit the completed form to the Office of the Registrar by **December 1** for **Spring Convocation** (if the degree requirements are being completed during the winter term, a **March 1** deadline applies), and **August 1** for **Fall Convocation**.

Print your legal name below in upper- and lower-case letters, including accents, hyphens, apostrophes, and spaces.

Your name, as it appears in Quest, will be printed on your diploma unless you provide the Office of the Registrar with official name change documentation by April 1 for Spring Convocation or September 1 for Fall Convocation.

Surname _____

Given Name(s) _____

Faculty _____

u Waterloo Student ID Number																			
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Current Academic Plan (e.g., Honours Co-op Computer Science) _____

Enrolled at University of Waterloo St. Jerome's University Renison University College

Degree and/or Diploma Requested

Bachelor of _____ (e.g., Bachelor of Mathematics)

Doctor of Optometry Diploma (e.g., Diploma in Church Music and Worship) _____

Select one: 3-Year General 4-Year General Honours

System of Study Regular Co-op

Plan Major 1 _____

Sub-Plan (e.g., specialization) _____

Plan Major 2 _____

Sub-Plan (e.g., specialization) _____

Plan Major 3 _____

Sub-Plan (e.g., specialization) _____

Minors _____

Options _____

Last registered term in which requirements are expected to be completed Spring Fall Winter Year 20_____

Expected Graduation Ceremony June October Year 20_____

If you **do not** meet the requirements for the degree requested above, will you accept a degree for which you have met the requirements? For example, if you request an honours degree, will you accept a general degree? Yes No

If you have previously received an undergraduate degree from this University, please indicate the degree conferred and the date it was conferred.

Degree _____ Date ____/____/____
DD MM YYYY

Address/Email Information

If you do not attend the ceremony, your diploma will be held for pick up in the Registrar's office for one week. After the week has expired, your diploma will be mailed to the home address shown in Quest. Please ensure that all address/email information is current in Quest (www.quest.uwaterloo.ca). For convocation information, please visit www.registrar.uwaterloo.ca/convocation/index.html for convocation information.

Important Information – please note:

1. If for any reason you do not qualify to graduate at the convocation indicated above, you will be required to complete another Intention to Graduate form for a subsequent convocation.
2. The University arranges for a professional photographer. If you attend convocation, complimentary proofs will be mailed to your home address recorded in Quest. Signing this form authorizes the use of your name and address for this purpose. You can ask not to receive the photo proofs by submitting a written letter to the Director of Scheduling, Examinations & Convocation, Office of the Registrar, University of Waterloo, Waterloo, Ontario N2L 3G1.
3. The information on this form will be transferred to the Alumni database, which is a permanent record of all University of Waterloo graduates. Waterloo communicates with alumni to keep you connected to your University. You can ask not to receive any communications from the University of Waterloo by completing an online communication preferences form at <http://alumni.uwaterloo.ca/emailpreferences> or by calling 519-888-4567, ext. 32038.

Email _____

Daytime Phone Number: Area Code _____ Number _____

Student Signature _____ Date _____

Office Use Only

Last term _____

Program _____

Degree _____

- Intention to Graduate
- Academic Advisement Report to Department
- Date _____
- Completion Coding