



Student Name: _____ ID: _____

Students requesting a deferral of their projected graduation date must consult with the Student Records office and the Office of Financial Aid before requesting formal approval from the Committee on Student Promotions (CSP).

I. Section to be completed by requesting student:

Current projected graduation date: _____

Requested graduation date: _____

Note: Your graduation date change will result in a change in your Step 2CK deadline per the [SOM Step 2 Policy](#).

If you are petitioning to be a June graduate, your deadline to complete Step 2CK is December 31st in the year prior to your graduation date.

If you are petitioning to be a December graduate, your deadline to complete Step 2CK is June 30th in the year of your graduation date.

By signing below, you are acknowledging this deadline and are confirming that you will comply with it.

Student Signature and Date _____

II. Consultation with the Student Records office (Registrar)

Request Approved Not approved

I discussed potential implications of student request on ability to complete graduation requirements within 4 years of matriculation, and on financial aid. I have also directed the student to the appropriate leave paperwork or course enrollment.

Signature and Date _____

III. Consultation with the Office of Financial Aid

Request Approved Not approved

I discussed potential implications of student request on ability to complete graduation requirements within 4 years of matriculation, and on financial aid. I have also directed the student to the appropriate leave paperwork or course enrollment.

Signature and Date _____

IV. Approval of the Committee on Student Promotions (CSP)

Request Approved Not approved

Chair Signature and Date _____

Send copies of completed form to:	
Student	Curriculum Manager/Course Coordinator
Registrar's Office	CSP Staff