

# University of Redlands

## Office of the Registrar Newsletter - November 2021

### Registrar's Office Hours

Monday–Friday, 8:00 a.m.–5:00 p.m.

Located in the Administration Building, Room 204 A

Check out our page: [www.redlands.edu/registrar](http://www.redlands.edu/registrar)

Meet our team: [www.redlands.edu/study/registrars-office/meet-our-staff/](http://www.redlands.edu/study/registrars-office/meet-our-staff/)

Need assistance? Email us: [registrar@redlands.edu](mailto:registrar@redlands.edu)

### Application for Graduation

Application is now open!

The application for graduation is now open! If you have been identified as a candidate to participate in the 2022 Commencement, you will have received an email from the Registrar's Office. Please make an appointment with your advisor to ensure all areas on your Self Service are complete or going to be completed by August 2022. The deadline to apply is December 1<sup>st</sup>, 2021.

Some important questions to ask include, have I met the minimum 128 credit requirement to complete my degree? Do I plan to take a May Term course? Have I started a petition to participate in Commencement? Do I have missing credits that could be satisfied with transfer courses or a degree modification? Do I have any Student Financial Services holds?

Please refer to the Senior Checklist [HERE](#) for additional information.

Need transcripts? Order them through the National Student Clearinghouse's secure and easy-to-use site: [getmytranscript.com](http://getmytranscript.com)

### Petitions for Commencement

Short credits for the 128 requirement or taking a May Term in 2022?

Eligible candidates to participate in the 2022 Commencement ceremony but short credit and/or

plan on taking a May Term course, must complete a Petition to Participate in Commencement. The petition will be available in November along with the Commencement application. The deadline to petition is December 15<sup>th</sup>, 2021. Please be sure to work with your advisor on completing all parts of the Commencement petition.

### Modifications for Degree Completion

Important for Commencement

Commencement candidates who are near completing their degree requirements can fill out a [modification of degree completion](#) if applicable. Students who submit this form must include an explanation of completion. Please work with your advisor to complete the form.

Important dates for November 2021

- November 11 - Final day to withdraw from class with a mark of "W" on academic transcript at 5:00 p.m.
- November 24 to 26 - Thanksgiving Break
- December 1 - Deadline for departmental honor awards to be completed for Fall 2021 graduates at 5:00 p.m.
- December 1 - Deadline for Application for Graduation
- December 15 - Deadline for Petition to Participate in Commencement

Important Deadlines for Johnston Center

- Fall 2021 Graduates Senior Graduation Committee Deadline Friday, Dec 3, 2021
- Spring 2021 Graduates Senior Graduation Committee Deadline Friday, April 15, 2022

- Addendum Forms Due Monday, October 25, 2021
- Deadline to submit Emphasis Title, Commencement Participation, Friday, February 4, 2022