



## Petition to Participate in Spring Commencement

**Updated: Summer 2025**

Completing the work required to earn an academic degree is a separate event from the public commencement ceremony that commemorates academic achievement. The Rosenberg Center for Student Engagement and Inclusion coordinates with the Office of Records and Registration and the university's academic units to determine students' eligibility to participate in the commencement ceremony.

In rare instances, due to extreme, special circumstances, a student may request to participate in commencement during a semester other than that for which they complete their degree.

### Applying for Graduation

- Students should monitor their status and progress toward completing their degree and consult an academic advisor for assistance in determining when they should apply to graduate.
  - Students apply to graduate through their MyUBalt Portal and should contact Records and Registration with any questions about the process to apply for graduation.
  - Information can be found on the [Commencement](#) website.
- Students must apply to graduate during the semester for which they complete all graduation requirements.

### Commencement Participation and Petition Process

- Summer, Fall, and Spring graduates are expected to participate in the Spring Commencement ceremonies (Graduate or Undergraduate).
- In rare cases, due to extreme, special circumstances, students will be granted permission to participate in an upcoming commencement ceremony before all requirements are completed.
- Students who feel they have an extreme or special circumstances warranting early commencement should complete the online [Petition to Participate Form](#).
  - The form can only be completed between January 1-May 1 (during the semester of the Spring ceremonies).
  - The form must be filled out completely with all required information.
  - The Assistant Deans and a staff member in The Rosenberg Center for Student Engagement and Inclusion will review the forms as they are submitted. Decisions will be sent to the students UBalt email address, no later than one week after the end of the request period.
- The following criteria will be considered when determining a decision:
  - Student must be in good academic standing.
  - Student can be no more than one semester's worth of course work away from completing degree requirements (including Summer).

### Other Important Information

- In very rare instances, a student may request permission to participate in commencement *after* a degree has been awarded. Those requests will follow the same process as above; and, in addition:

- The student's degree must be posted to their record no more than one semester prior to the current semester.
- The student's record must be clear of any academic or administrative holds.
- Students requesting to participate in commencement after the term in which they complete requirements are not guaranteed approval.
- Examples of circumstances which will NOT be considered for early participation include, but are not limited to:
  - previous purchase and/or arrangements of out of town/state/country travel
  - anticipation of moving out of town/state/country after the upcoming ceremonies
  - illnesses of extended family
  - undocumented advising errors (please note: students are ultimately responsible for monitoring their progress toward graduation)