



# DOMINICAN SCHOOL OF PHILOSOPHY & THEOLOGY

AT THE GRADUATE THEOLOGICAL UNION

## GRADUATION CHECKLIST

This *Graduation Checklist* is due to the DSPT Registrar's Office no later than November 1 for fall graduation or April 1 for spring graduation. You must have already filed a *Statement of Intent to Graduate* indicating fulfillment of all degree program requirements.

**Please Note:** *It is the student's responsibility (or designated proxy) to gather all signatures before turning this form in to the Registrar. Your \$100 graduation fee must accompany this form. Check should be made payable to DSPT.*

Student's Name: \_\_\_\_\_

Address (notify the DSPT Registrar if this changes): \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Degree Program(s) \_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_

Thesis Coordinator/Academic Advisor: \_\_\_\_\_

I certify that the student named above has discharged all financial obligations.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
GTU Librarian – Circulation Desk Date  
*located at: GTU Library ~ 1st floor ~ 2400 Ridge Rd, Berkeley, CA 94709*

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DSPT VP of Finance Date  
*located at: DSPT ~ Office # 1*

I certify that the student named above has completed a financial aid exit interview or no interview is required.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DSPT Financial Aid Officer Date  
*located at: DSPT ~ Office # 3*

The student named above has filed the *Statement of Intent to Graduate* form.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DSPT Registrar Date  
*located at: DSPT ~ Office # 7*