

Indicate the Term on the graduation application:

December 2019 = 2201

April 2020 = 2204

June 2020 = 2207

August 2020 = 2207

- **Student Name:** Name must match what is displayed in PeopleSoft
 - o Middle names may be expanded, shortened, or deleted altogether
 - o Students may request to have a **preferred first and/or middle name printed on their diploma**
 - Must complete a “Diploma Name Request form” available in G-3 of Thackeray Hall and on the Registrar’s Website (<http://www.registrar.pitt.edu/personalinfo.html>)
 - o Students must hand in the Diploma Name Request form, in person, to the Registrar’s Office with a valid photo ID (birth certificate, marriage license, divorce decree, social security card, or passport [international students only]). Requests will not be accepted via email, fax, mail, or from a third party.
- **Please note:** that students must continue to follow existing procedures for requesting changes to their legal name; the requested Diploma Name will only appear on the diploma if it differs from the legal name.
 - o The Registrar’s Office will be cautioning students to investigate the potential ramifications of using a Diploma Name instead of a legal name if they intend to use their diploma internationally
- Students may include suffixes such as Jr., Sr., II, III etc.
 - o The University **does not** include titles such as Sister, Father, Dr., Esq., etc. on diplomas or transcripts

Second Side of application:

- **Academic Department-Student Plan:** i.e. PPBHL-BCHS or GSPH-BCHS
- **Name of Department/Certificate-Student Plan:** i.e. MPH **and/or** name of certificate if applicable
- **Area of Concentration/Sub-plan**
- **Title:** not needed unless April Doctoral graduate (PhD or DrPH candidates)
- **Please note:** that students must continue to follow existing procedures for requesting changes to their legal name; the requested Diploma Name will only appear on the diploma if it differs from the legal name.
- **If you are graduating with a joint degree,** please indicate this on the second page of the graduation application beneath the area for degrees.

When the application is completed return to Joanne Pegher in G009 Public Health, Student Affairs Office

Student Name _____

Student ID _____

Phone Number _____
(Local # Please include Area Code)

National ID XXX-XX- _____

ACADEMIC DEPARTMENT- STUDENT PLAN (i.e., Math, History, Bio Chem, InfoSci, Pharmacy, Bioengineering, Chemical Engineering, etc.)	NAME OF DEGREE/CERTIFICATE- STUDENT PLAN (i.e. BS, MS, PHD, MINOR, CERT.)	AREA OF CONCENTRATION- STUDENT SUB-PLAN
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TITLE OF THESIS OR DISSERTATION, if applicable		