

UNIVERSITY OF PENNSYLVANIA
School of Medicine

Office of Masters Programs

May 13, 2008

Dear Prospective Degree Candidate,

The application deadline for August 2008 Graduation is **Friday, May 30, 2008**. Enclosed you will find the *Graduation Application Form* that must be completed and submitted to the Department of Medical Ethics office (3401 Market Street, Suite 320).

A late fee of \$25.00 will be assessed for applications received during the period from June 2 to June 6, 2008. **Applications for degree will not be accepted after the final deadline date of Friday, June 6, 2008.** Students must satisfy and clear all requirements for graduation, both academic and financial, to be considered for graduation. Financial obligations must be met and all grades posted by **Thursday, August 14**. Any student, who fails to meet this deadline for academic or financial reasons, must reapply for his/her degree in the next degree period. *This office will not automatically roll candidates' applications from one degree period to the next.*

The Office of Masters Programs will conduct a review to determine that you have met all MBE degree requirements for graduation and show a \$0.00 bursar balance by August 14. All student loan borrowers are required to complete an "exit counseling session" online to advise them of their rights and obligations (*see Student Financial Services*).

August degree will be awarded on August 15, 2008 and your diploma will be mailed by the Office of the Secretary of the University in late October to the "Diploma Mailing Address" on the *Graduation Application Form*. Since no formal commencement exercises are held in August, graduates will be invited to return and participate in the May 2009 University Commencement.

Please contact Nora Jones, Assistant Director of Graduate Studies, if you have additional questions.

Sincerely,

Lynett Kimmel
Coordinator, Office of Masters Programs
School of Medicine