

YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

OFFICE OF THE PRESIDENT

March 16, 1978

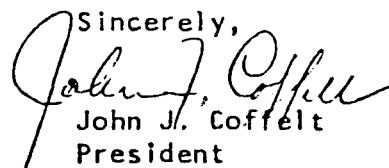
Dear _____:

Your recent letter addressed to the Board of Trustees expressing concern about the graduation date that will appear on your diploma has reached my desk for reply. My reply has been delayed because I was out of the office during the week of March 6. I hope the following information will clarify this matter.

At Youngstown State University, a student who completes requirements for a degree at the end of a fall quarter and who has applied for graduation may, upon request, receive a letter certifying completion of all degree requirements. However, a condition of graduation is participation in the graduation ceremonies. A student who completes degree requirements in the fall is a "candidate" for graduation until formal conferral of the degree at these commencement exercises. In such instances the diploma is not conferred until the commencement exercises, which is usually the following March.

Although some students are excused from the official ceremony, receipt of the degree is official only when it is conferred by the President of the University, acting under the authority of the Board of Trustees, at the commencement exercises. The date that this action is taken is the date printed on the diploma.

To my knowledge, deferral of the ceremonial requirement imposes no financial, employment or other hardship upon the candidate for graduation. If, in your situation, this has imposed any such problem, we will be pleased to certify to whomever you wish the fact that you did indeed complete all requirements, except ceremonial, at the conclusion of the 1977 Fall term. Please let us know if indeed you have such a problem and we will help rectify it.

Sincerely,

John J. Coffelt
President

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