



NAME _____ SEMESTER/YEAR GRADUATING _____
ADDRESS _____ LSUE Student ID# _____
CITY _____ STATE _____ ZIP _____ PHONE NUMBER _____
Home Work/Cell

PRINT NAME EXACTLY AS IT IS TO APPEAR ON THE DIPLOMA, INCLUDING ALL ACCENT MARKS, PUNCTUATION, AND SPACING:

FIRST _____ MIDDLE (If desired) _____ LAST _____ SUFFIX (Jr., Sr., III, Etc.) _____

ASSOCIATE DEGREE TO BE AWARDED (select one):

Note - Certificate of General Studies will be added at no cost to your transcript for those who qualify.

- Associate of Arts (LT) Business
Associate of Arts (LT) Criminal Justice
Associate of Arts (LT) Fine Arts
Associate of Arts (LT) Humanities
Associate of Arts (LT) Mass Communication
Associate of Arts (LT) Social Science
Associate of Science (LT) Biological Science
Associate of Science (LT) Physical Science
Associate of Science in Nursing
Associate of Science in Radiologic Technology
Associate of Science in Respiratory Care
Associate of Applied Science in Diagnostic Medical Sonography
Associate of Applied Science in Surgical Technology
Associate of General Studies
Associate of Science Health Sciences
Associate of Science in Agriculture
Associate of Science in the Care & Development of Young Children
Associate of Applied Science in Management
Administrative Management
Accounting Management
Health Care Management
Associate of Applied Science in Computer Information Technology
Cyber Security
System Analysis & Programming
Associate of Applied Science in Fire & Emergency Services
Emergency Services Technology
Safety & Health Compliance
Fire Service Technology
Associate of Science in Criminal Justice
Law and Society

CERTIFICATE TO BE AWARDED (select one):

- Certificate of Technical Studies in Accounting Technology: Account Clerk
Certificate of Technical Studies in Administrative Technology
Certificate of Technical Studies in Chemical Technician
Certificate of Technical Studies in Human Resources Management
Certificate of Technical Studies in Medical Billing and Coding
Certificate of Technical Studies in Fire Service Technology
Certificate of General Studies

SUBMIT THIS APPLICATION TO THE OFFICE OF BUSINESS AFFAIRS TO PAY YOUR DIPLOMA/CERTIFICATE FEE. If you notify the Registrar's Office of a change in your graduation date prior to the ordering of the diploma/certificate, then your diploma fee will be refunded or rolled over to the next semester. No refund, however, can be authorized if you notify the Registrar's Office of a change in your graduation date after the diploma/certificate has been ordered. If your graduation plans change, then you will need to re-file a new Application for Degree/Certificate indicating your new graduation date and pay the applicable fee.

DIPLOMA FEES: ASSOCIATE DEGREE \$50.00; CERTIFICATES \$25.00

DATE _____ SIGNATURE _____ SOCIAL SECURITY NUMBER _____ STUDENT NUMBER _____

GRADUATION REQUIREMENTS-COMMENCEMENT INFORMATION
Pay all financial obligations owed to the University. If you have received any type of guaranteed student loan through the University, you must attend an exit interview prior to graduation. You must participate in the graduation ceremony. If you are unable to attend, you must request permission to be awarded your degree in absentia. Present your request to the Dean. In absentia diplomas may be picked up in the Office of Enrollment Management after the graduation exercises. Commencement information will be e-mailed to your LSUE Student e-mail address prior to graduation. You are responsible for monitoring your LSUE student e-mail to ensure proper receipt of all commencement information.

BUSINESS AFFAIRS - OFFICEUSE ONLY

OFFICE OF BUSINESS AFFAIRS
PROOF OF PAYMENT STAMP

AMOUNT DUE: \$50.00 or \$25.00
Cash Check/Money Order

AMOUNT PAID: _____ DATE PAID: _____ Receipt No: _____

(REVISED 2/1/24)