



EARLY WALKING POLICY ELIGIBILITY AND PROCEDURES

FOR STUDENTS

Criteria for eligibility to participate in a commencement ceremony prior to the completion of graduation requirements:

1. Student was registered for all remaining, required coursework in the term in which s/he is requesting to “walk.”
2. Student was making good progress in all courses at midterm.
3. Student filed a senior audit and intent to graduate.
4. Student failed one or more courses in the semester of graduation.
5. Student had a GPA at or above 2.0 going into the semester of graduation.

Procedures for participating in a commencement ceremony prior to the completion of graduation requirements:

1. Student must obtain permission from her/his academic Dean or Dean’s representative to participate in a commencement ceremony (“walk early”) prior to completing graduation requirements.
2. Student must verify that s/he meets all of the criteria for eligibility to participate in a commencement ceremony prior to the completion of graduation requirements.
3. Student must meet with her/his Deans office and to develop and file an approved plan to complete the missing coursework*.
4. Student must sign the Early Walking Agreement Form (attached).
5. Student must obtain the signature of her/his academic Dean or Dean’s representative on the Early Walking Agreement Form (attached).

**Student may not use CLEP exams to complete degree if the remaining coursework is in the major, minor, or area of study.*

THIS POLICY APPLIES TO UNDERGRADUATE STUDENTS WITH A SINGLE MAJOR.



EARLY WALKING POLICY ELIGIBILITY AND PROCEDURES FOR COLLEGES

Criteria for eligibility to for students requesting to participate in a commencement ceremony prior to the completion of their graduation requirements:

1. Student was registered for all remaining, required coursework in the term in which s/he is requesting to “walk.”
2. Student was making good progress in all courses at midterm.
3. Student filed a senior audit and intent to graduate.
4. Student failed one or more courses in the semester of graduation.
5. Student had a GPA at or above 2.0 going into the semester of graduation.

Procedures for colleges to follow when reviewing student requests to participate in a commencement ceremony prior to the completion of graduation requirements:

1. Colleges should confirm that the student meets the criteria for eligibility.
2. Colleges should work with the student to craft a plan for the student to complete the missing coursework. This may include provision for/accommodation of any of the following considerations:
 - a. Missing courses may not be offered in the next semester;
 - b. Student may be unable to register for courses in next semester due to financial holds on account;
 - c. Student may be on a visa type that prevents immediate enrollment in the missing courses.
3. Student must meet with her/his Deans office and to develop and file an approved plan to complete the missing coursework. Student may not use CLEP exams to complete degree if the remaining coursework is in the major, minor, or area of study.
4. Student must sign the Early Walking Agreement Form (attached).
5. Student must obtain the signature of her/his academic Dean or Dean’s representative on the Early Walking Agreement Form (attached).

THIS POLICY APPLIES TO UNDERGRADUATE STUDENTS WITH A SINGLE MAJOR.



EARLY WALKING AGREEMENT FORM

Student Name: _____

Student R Number: _____

I request permission to participate in a commencement ceremony prior to the completion of my degree requirements. I verify that all of the following statements are accurate:

1. I have read the criteria for eligibility to participate in a commencement ceremony prior to the completion of my degree requirements and confirm that I am eligible.
2. I understand that participating in a commencement ceremony does not constitute the completion of my degree.
3. I understand that participating in a commencement ceremony does not imply a contractual obligation of the university to provide a diploma.
4. I understand that honors designations are conferred upon completion of all coursework and therefore will not be read or otherwise noted in the commencement ceremony.
5. My name may not be printed in the commencement ceremony program until all degree requirements are met.
6. My degree will not be posted on official records or transcripts until all requirements for the degree are completed.
7. I will not receive my diploma until I complete my degree requirements.
8. Neither Texas Tech University, nor my College(s), will certify or verify my degree information for potential employers or other parties until degree requirements are completed.

Student Signature

Date

As the student's academic Dean or Dean's representative, I permit the student to walk in the (month)_____ (year)_____ commencement ceremony.

Dean's or Dean's representative Name, Printed

Dean's or Dean's representative Signature

Date