

[Office of the Registrar](#), One Washington Square, San Jose, CA 95192-0009



If you are a **Business major**, submit Service #1 Transaction Request at [Jack Holland Student Success Center](#)

If you are a **Science major**, use [COS-Graduation Date Change form \(pdf\)](#)

Instructions:

1. Type information directly into each field.
2. Meet with [your major advisor](#) for the review and approval of your request.
3. Email the signed petition directly to your [graduation evaluator](#).
4. For additional questions about your graduation status, contact your [graduation evaluator](#).

SJSU ID _____ Last name _____ First _____ Middle _____
 Major _____ College _____
 Phone# _____ E-mail Address _____

Please change my anticipated term of graduation:

From: Term _____ Year _____ To: Term _____ Year _____
 Spring, Summer or Fall 4 digits Spring, Summer or Fall 4 digits

Reasons: _____

Diploma Name/ Address

If you wish to use a name other than your Primary (legal) Name on your diploma, please add your [Diploma Name](#) on MySJSU.

Your diploma will be sent to the mailing address on your MySJSU unless you **have a [Diploma Address](#)**. The University will not be held responsible for delivery errors if your mailing or diploma address is not accurate.

If you have any questions, please contact your [graduation evaluator](#).

 Student's signature Date (mm/dd/yyyy)

 College Authorized Signer Date (mm/dd/yyyy)

I confirm that this change of graduation date request is necessary for the student to complete pending degree requirements.