



Application for Graduation

Return to: Registrar's Office
Bldg. 3 Rm. 353
assistant.registrar@cei.edu
208-535-5673

All candidates will pay a non-refundable \$15 application fee to the Cashier's office. This fee includes the cost of the diploma. Any applications submitted after the deadline are subject to an additional \$15 charge.

Student Information

Date of Application _____ Student ID# _____
Full Name _____ Phone Number _____

Graduation Information

I hereby petition for consideration for graduation. It is my understanding that I have fulfilled all requirements for successful completion of the program below. I understand graduation applications are valid for only one term. If I do not qualify to graduate in the term I have applied for, I understand that a new application and fee will need to be submitted in the future.

Semester I am Applying for (*Ex. 2025 Fall*) _____

Program & Degree (*Ex. GEN.AS*) _____

Name to be Printed on Diploma _____

Diploma Mailing Address _____

Commencement Information

Students who have completed degree requirements for graduation during the current academic year are eligible to participate in the May Commencement. Information about Commencement will be emailed to students CEI email as the event approaches. Graduation deadlines and information can be found online at: cei.edu/graduation

I plan to participate in the Commencement Ceremony: ☐ Yes ☐ No ☐ Maybe; include me on info emails
(You must apply for graduation regardless of participation in Commencement.)

Pictures and Videos

As a public event, College of Eastern Idaho may be recording media in the form of photography, audio, and video. The media gathered at Commencement may be used for educational, illustration, promotion, advertising, and trade associated with College of Eastern Idaho.

Please Note: No degree or certificate will be awarded or recorded on transcripts until all program requirements are complete, the Registrar has reviewed grades, a graduation application has been submitted, and fees paid. Certificates/degrees normally finish processing and are mailed out 2-3 months after the semester ends.

By checking this box & submitting this form, I consent to providing my typed electronic signature in place of a handwritten signature.

Signature _____ Date _____

For CEI Use

Business Office Comments	_____	
BO Signature	_____	Date _____
Financial Aid Comments	_____	
FA Signature	_____	Date _____
Registrar's Signature	_____	Date _____