



Late Graduation Petition

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

This form enables students to request late graduation from their program after an absence of two or more years. Additional supporting documentation may be attached as needed

Student Information

Date _____ Student ID _____
 Name _____ Program _____
 Email _____ Phone Number _____

Petition Information: Provide a detailed statement on what you are requesting

I petition to be allowed to deviate from institutional regulation for graduation as follows:

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

Student Signature _____ Date _____

For CEI Use				
Program _____		Catalog Year _____		
If the petition is approved, student will be processed for graduation in the semester they originally qualified.				
Petition is:	Dept. Manager	Dept. Chair	Dean	Registrar Office
	☐ Approved	☐ Approved	☐ Approved	☐ Approved
	☐ Denied	☐ Denied	☐ Denied	☐ Denied
Signatures				
Faculty _____			Date _____	
Dept. Chair _____			Date _____	
Dean BTT/GE/HHS/SA _____			Date _____	
Registrar _____			Date _____	
Updated 11.07.25				