

# Early Graduation Letter Request Form

This form is for students who are taking make-up courses in order to satisfy their graduation requirements.

Delivery Speed	Fee	Where to Make a Payment	PAID
Early Graduation	\$40	myLambton > Office of the Registrar > Making a Payment	<input type="checkbox"/>

### Please Note:

- Visit Student Services in person to confirm your eligibility before you make a payment. Student Services **must** sign this form in order to process this request.
- See the [Important Academic Dates](#) page for the official dates for the last day of the term.

I wish my name to appear on my diploma/certificate as shown below:

First Name:	Middle Name:
Last Name:	Student ID Number:
Program:	Program Completion Date:
Phone Number:	Student Signature:

### To be completed and confirmed by a Student Services staff member:

#### Eligibility:

Student is in final term taking make-up course(s) **only** in order to graduate.

#### Verification:

Student has no outstanding fees.

Student has passed make-up course(s) in this last term in order to graduate

Student has met all program requirements (GPA of 2.0 or greater and passed all courses).

#### Request:

Approved

Rejected

Staff Member:
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A copy of this completed form shall be provided to the student on the date in which it is submitted to Student Services.