

Graduation Application Instructions

LL.M. IN AMERICAN LAW PROGRAM AND LL.M. IN INTELLECTUAL PROPERTY LAW PROGRAM

1. **Complete the following form with your name written exactly as you want it to appear on your diploma and submit the completed form to the OGIP by Monday, February 13, 2017.**
 - Please make sure to include all accent marks, umlauts and hyphens – but NO titles from former degrees.
 - You may include your middle name or just use your middle initial.
For example: (middle name) Alice Nicole Blokker; (middle initial) Alice N. Blokker
 - You may include an additional family name.
For example: Fernando Jose Faillos Gutierrez
 - If you use an English name and it is not a part of your legal name, please DO NOT include your English name.
 - When updating your name, DO NOT include titles from previous degrees, such as “Dr.”

2. **After you submit the Graduation Application to the OGIP, we will create a graduation record for you in the University system. You must update this graduation record and indicate your graduation plans on the StudentLink by Monday, February 21.**
 - Go to the StudentLink (www.bu.edu/studentlink)
 - Click on the Academics Tab
 - Click on “Diploma and Graduation Information,” under the Academics tab.
 - Update your name, as you would like it to appear on your diploma. If what is listed on the Student Link is correct, click both “update” and “confirm” to process your name.
 - If you have special accents or characters to add to your name, you should click on the link “here” to copy and paste them. If the marks you want are not on the list, contact Betty Bajenaru at the University Registrar; phone: 617-353-3604, fax: 617-358-1689.
 - Indicate whether you will be attending the May diploma ceremony
 - Indicate whether you want to pick up your diploma in person (usually available 2 weeks after graduation) or enter a mailing address for your diploma to be sent to you. If you have questions about receiving your diploma, please contact the University Registrar’s Diploma Office, located at 881 Commonwealth Avenue on the 2nd Floor.

APPLICATION FOR GRADUATION

LL.M. IN AMERICAN LAW PROGRAM AND LL.M. IN INTELLECTUAL PROPERTY LAW PROGRAM

Please make sure to carefully review the information you have provided; if your diploma is not issued correctly it will take several months to issue you a corrected diploma, and there will be an additional fee. Print your name EXACTLY as you want it to appear on your diploma (as you requested via the Student Link).

INCLUDE: Accent marks, Middle Initials (if you wish)

DO NOT INCLUDE: Titles (example, Dr., iur.), non-legal names (anything not on your passport)

YOUR NAME:

First name

Middle name or initial

Last name

BU ID NUMBER _____

EXPECTED DATE OF GRADUATION _____

PLEASE CIRCLE ALL OF THE PREVIOUS DEGREES YOU HAVE RECEIVED:

Please note that if you have not submitted a transcript for the advanced or graduate degree you list here, you must do so.

Previous degree(s) earned: A.B. B.A. B.S. J.D. M.A. M.S. M.B.A. Ph.D.

(circle all that apply) LL.B. LL.M.

Other degree(s) (please specify): _____

Student's Signature

Date Signed