

Swarthmore College – Office of the Registrar

December Finisher Form

Application to be **Not Enrolled/Not Registered for classes** for the spring semester.

Recommended Deadline: First week of the Fall semester.

Finishing in December means completing the academic requirements for the degree; not actually graduating in December. Swarthmore graduates students once a year in May. Until graduation, you are still considered a student, still a degree candidate, but no longer enrolled, no longer registered for courses, and no longer billed tuition. The senior class dean's office will send information about Commencement throughout the spring. Please check your email for those announcements. If you have any questions about commencement, please ask Dean Miller, the senior class dean. If you do not attend commencement your diploma will be mailed to your address on record. During the spring semester, after your major is certified as completed and after all grades are in, you may request a certification letter verifying your degree requirements are complete. Students may not start a new language (enroll in the first course of a new language) during their last semester. It is strongly recommended that December Finishers contact the Financial Aid office to discuss loan repayment and their insurance provider to discuss health insurance.

Instructions:

1. Complete part I of the form. Then obtain your advisor's signature (Part II). Email the completed form to registrar@swarthmore.edu. The Registrar's office will review the form and notify you via email when the review is complete.
2. After receiving the form from Registrar, submit it to the Associate Dean for Academic Success in Parrish 109 (Dean Derickson).

ID# _____ Name _____

Expected Graduation (Spring/Year) Spring: 20 _____ Finishing Course Work (Term/Year) Fall: 20 _____

Part I: Complete this section then complete Part II.

List your official major(s), minor(s), honors: _____

Senior Year requirement complete (Y/N) _____

Will you have 32 credits completed by the end of the current fall term? (Y/N) _____

Are you enrolled in an Introductory Language 1 course during last semester? (Y/N) _____

Have you enrolled in more than 5.0 credits for any semester? (Y/N) _____

Are the [distribution requirements](#) complete (includes 3 in 3 done, NSEP and Writing course requirement)? (Y/N) _____

Have you completed 20 credits outside your major? (Y/N) _____

Foreign language requirement complete (Y/N) _____

Four semesters of study completed at Swarthmore (Y/N) _____

PE requirement including Swim Test completed (Y/N) _____

Expected overall grade average of C or better (Y/N) _____

Will you have paid all your outstanding bills? (Y/N) _____

Do you understand the implications for repayment of your loans? (Y/N) _____

If you're studying at Swarthmore on a student visa please, have you met with the International Student Advisor? (Y/N) _____

Are you dropping honors as part of finishing in December? If so, see Dir. of Honors Program. (Y/N) _____

Describe your plan to finish any incompletes (INCs) or In Progress courses (IPs) _____

Student Signature _____ Date _____

Part II: Obtain major advisor signature then forward to Registrar. After receiving approval from Registrar complete Part III.

Is the major on track to be finished in December? If yes, obtain major advisor signatures:

Signature _____ Dept. _____ Date _____

Signature _____ Dept. _____ Date _____

Part III: Submit this approved form to Dean Derickson prior to November 15:

Dean's Signature _____ Date _____