

**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 \_\_\_\_\_