



Tulane University Medical Center

SCHOOL OF PUBLIC HEALTH AND TROPICAL MEDICINE
Office of Admissions and Student Affairs
1501 Canal Street
New Orleans, Louisiana 70112-2824
(504) 588-5387
(504) 584-1667 FAX
Telex # 1561043 PHTM UT

ALL CURRENTLY ENROLLED STUDENTS

SUBJECT: GRADUATION REQUIREMENTS

Please note the following requirements for all students regarding the graduation ceremony:

1. All candidates wishing to graduate **MUST** fill out a **Graduation Application** in their final semester, by graduation deadline during that semester.
2. Degree candidates who are absent from their graduation ceremony must submit in the Office of Admission and Student Affairs a **Absentia Form** to have their degree mailed or picked up at Uptown Registrar's Office.
3. All degree candidates participating in the graduation ceremony must wear academic regalia to the graduation ceremony. It is the candidate's responsibility to arrange cap and gown rental at the **TMC Bookstore Downtown** by the deadline for that semester.
4. All encumbrances with Tulane University must be paid prior to graduation, or you will not receive a diploma during the graduation ceremony. It is the candidate's responsibility to check with the Accounts Receivable Office to ensure that there is no balance due.

A handwritten signature in cursive script that reads "E. Elaine Boston".

E. Elaine Boston, Dr.P.H., R.D.
Associate Dean of Admission