Rice will consider a request from an undergraduate student to participate in commencement without appearing on the graduation list for that commencement under the following circumstances:

1. By participating in that particular commencement ceremony, the student will be commencing with his/her matriculating class.
2. The request must be made in writing to the Dean of Undergraduates not later than (need a due date from Registrar).
3. The student must be able to and must plan to complete all remaining degree requirements in time for degree conferral in December of the following academic year. This must be documented by the student’s major academic advisor and the Office of Academic Advising.
4. The request must include a specific academic plan for completion of all degree requirements. The remaining degree requirements must include no courses which can only be taken in a Spring semester.
5. The remaining degree requirements must include no more than 12 hours of credit. This must be documented by the Registrar’s office degree audit.
6. The student must be in good academic standing and must not be on probation or suspension for any disciplinary or honor code violations.

A committee appointed by the Dean of Undergraduates will consider requests and make recommendations to the Dean, who has authority for final approval. Requests will be considered on a case by case basis including the individual student’s academic record, other record of accomplishment at Rice, and personal integrity. Consideration of the request will be determined by a careful analysis of the reasons why the student has not completed degree requirements with his/her matriculating class. Valid reasons for consideration include but are not limited to:

1. leave of absence for internships, external academic experiences, civic engagement projects, illness, or family emergency
2. degree programs which require more than 120 hours of credit and therefore more than 8 semesters
3. varsity athletic participation

A request from a student who missed a semester due to a prior suspension, whether academic, disciplinary, or honor code (including Article XII exceptions), will not be approved.

If a student is approved by the Dean to participate in commencement, the student’s name will not appear in the commencement brochure but will be read by his/her college master per the usual traditions.

A student may only participate in a single commencement ceremony for each degree received. However, students who receive more than one bachelor’s degree in different years may participate in the commencement ceremony for each of those years. (For
example, B.A. in Architecture and B. Arch students receive two undergraduate degrees in different years and may commence once for each of them.)

Added note: a student who is on the graduation list leading up to commencement but who fails to complete and pass all courses required for degree completion may petition the Dean of Undergraduates for permission to participate in commencement, consistent with the guidelines listed above, even though this will probably occur after the published deadline.