

**NOTIFICATION OF INTENT TO GRADUATE**

*Note: Incomplete grades not resolved by the last day of the semester may postpone your graduation.*

DATE: \_\_\_\_\_

TO: Coordinator, Mechanical Engineering Program Advisement

FROM: \_\_\_\_\_

*Printed Student Name*\_\_\_\_\_  
*Student UNM ID Number*\_\_\_\_\_  
*E-Mail*\_\_\_\_\_  
*Phone Number*

My **Program of Studies (MSME) / Application for Candidacy (PhD)** has been submitted:

\_\_\_\_\_  
*Semester/Year*

I expect to **complete all necessary degree requirements** in time to graduate at the end of the:

\_\_\_\_\_  
*Semester/Year*MS Plan I    MS Plan II    MS Plan III    PhD  
*(Please also circle the degree and plan you are seeking.)*

Approved:

\_\_\_\_\_  
*Student Signature*\_\_\_\_\_  
*Director of ME Graduate Programs*

This Notification of Intent to Graduate **must** be submitted by the following DEADLINES:

**FALL GRAD:    Two weeks before the Last Class Day of the Prior Summer Term****SPRING GRAD:    Two weeks before the Last Class Day of the Prior Fall Term****SUMMER GRAD:    Two weeks before the Last Class Day of the Prior Spring Term**

Except for courses in which you are currently enrolled, ALL DEGREE REQUIREMENTS (including thesis & dissertation manuscripts, graduate exams, and defenses) **MUST BE COMPLETED** and **RELATED DOCUMENTATION RECEIVED** AT UNM Office of Graduate Studies BY THE FOLLOWING DEADLINES:

**FALL GRAD:    11/15            SPRING GRAD:    4/15            SUMMER GRAD:    7/15**

**Note: Failure to submit this form on time will delay your graduation.**