

# Update Graduation Record Form

# Office of Records & Registration

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Gallatin, TN 37066  
615-230-3466



**ONLY** complete this form if you have already submitted a graduation application and need to make one of the below changes.

Student ID (use date of birth if ID not known): \_\_\_\_\_

Name: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_

**Please change the following on my graduation record. Only complete the section(s) that need changed.**

Change Major/Program To: \_\_\_\_\_

Update Catalog Year To: \_\_\_\_\_

Change Anticipated Graduation Term & Year To: \_\_\_\_\_

Reason for Changing Graduation Term:

\_\_\_\_\_

Inactivate Graduation Application (please circle one): Yes or No

If Yes, List Reason: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_