



**Northeastern  
Illinois  
University**

5500 NORTH ST. LOUIS AVENUE  
CHICAGO, ILLINOIS 60625-4699

Office of Enrollment Services

Dear Student:

Attached is your graduation application. The schedule for submitting your application is outlined below:

**Month all degree requirements  
will be completed**

**Filing Dates**

May 2010

August 3 – September 18, 2009

August 2010

November 2, 2009 – January 15, 2010

December 2010

April 1, 2010 – May 17, 2010

**Applications must be submitted according to this schedule.**

The Application, Major and Minor (if applicable) Academic Course Record forms are due by the date printed above (dependent upon the term you wish to graduate). *Academic Course Record forms are available in your major and minor department offices.* If you are a BLBC, ELED or SCED major, you must also obtain an endorsement evaluation from Donna Larsen in the College of Education. The approved endorsement evaluation must be submitted with your graduation application. We will be unable to process your graduation application unless all documents have been submitted.

*PLEASE NOTE: Students must have declared their major and minor (if applicable) prior to applying for graduation.*

**It is important that you meet regularly with your academic advisor to monitor your progress towards graduation. Your graduation evaluation is a final determination of your graduation eligibility and should not be used as a substitute for regular advising.**

You will receive your graduation evaluation two weeks before the term in which you have applied for graduation. Questions regarding graduation requirements should be directed to your academic advisor. Questions regarding your graduation application should be directed to the Graduation Evaluation Office at (773) 442-4203.

If you will not complete all graduation requirements by the end of the term in which you applied, you must complete a Change of Graduation Date form and submit it to the Office of Graduation Evaluations.

We extend our congratulations on your forthcoming graduation.

Sincerely,

Alice A. Medenwald  
Registrar

**APPLICATIONS RECEIVED WITHOUT  
ACADEMIC COURSE RECORD FORMS  
WILL BE RETURNED**