



Commencement Absence Form

Education and Human Ecology

When form is completed mail to:

School of Teaching and Learning
1945 North High Street
Arps Hall 227
Columbus, Ohio 43210
Telephone: (614) 292-2332

If you do not plan to attend commencement, it is important that you complete and submit this form to the School of Teaching and Learning at least two weeks prior to the date of commencement. Fax: 614-292-7695 (For UG students only). Graduate students complete the [Graduate School commencement absence form](#).

Print/type your full name.

First/Middle/Last

B.S. EDU

Your Degree Program

Degree expected

OSU I.D. Number

For _____ Commencement
Quarter/Year

Name.# Email Address Required

Check Only One of the boxes below:

I will pick up my diploma within two weeks after Commencement at the Student Consolidated Services Center, Student Academic Services Building, 1st Floor, 281 West Lane Avenue.

I cannot personally pick up my diploma within two weeks, but I am authorizing the person(s) named below to pick up my diploma on my behalf.

Full name of the person(s) to whom you are giving permission.

Please mail my diploma to the address provided below. The information below will be used to prepare a mailing label for your diploma or to contact you if there is a problem during diploma processing. (You should receive your diploma about one month after Commencement Date.) Please Note: diplomas are not forwarded via US Mail.

First/Middle/Last

Address

City/State/Zip Code

Your Signature Required

Date