



**Nova Scotia  
Agricultural  
College**

**Office of the Registrar**  
PO Box 550  
Truro, Nova Scotia  
Canada B2N 5E3

Tel: (902) 893-6722  
Fax: (902) 895-5529

## INTENTION TO GRADUATE IN ABSENTIA

Notice of Non-Attendance at Convocation

Submit this form only if you will not be attending the Convocation Ceremony in May. The completed form must be received in the Office of the Registry *no later than 24 hours prior* to the graduation ceremony.

<b>Family Name</b>	<b>First Name</b>	<b>Middle Name</b>
<b>Student ID</b>		<b>Phone Number</b>
<b>Program to be Received</b> (Degree, Technician, Technology, Engineering)		
<b>Major</b>		<b>Minor/Specialization</b> (if applicable)

**Check one of the following options:**

- Retain my parchment in the Registry Office for pick up. This can be done from the Monday following Convocation onward. (If someone other than yourself will be picking up your parchment, they must show written authorization, signed by you, before the document will be released.)
- Deliver my parchment by courier to the address below. **(Addresses in Canada and the US only)**  
*This will occur approximately three weeks after Convocation.*

\*Students currently residing outside of Canada or the US must either pick up their parchments in the Registry Office or indicate below an address in Canada or the US where their parchment may be sent

<b>Street Address</b> (courier cannot deliver to post office boxes or rural routes)		<b>City/Town</b>
<b>Province/State</b>	<b>Country</b>	<b>Postal/Zip Code</b>
<b>Phone Number</b> (essential for courier delivery)	<b>Email Address</b>	

**NOTE:** Parchments will not be released until all outstanding debts have been paid in full at the Financial Services Office.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Registry Signature** \_\_\_\_\_ **Date** \_\_\_\_\_