

HAMPTON UNIVERSITY
HAMPTON, VIRGINIA 23668

November 16, 2022

OFFICE OF THE ASSISTANT VICE
PRESIDENT FOR ENROLLMENT
MANAGEMENT AND DEAN OF ADMISSION
TELEPHONE (757) 727-5328 / 5329
TOLL FREE (800) 624-3328

Dear Parent of a Future Hampton University Graduate,

I am writing to acknowledge that your son/daughter has reached a major milestone at Hampton University. As of the end of the 2022 spring semester or summer session, he/she has earned at least 90 credits and the distinction of becoming a *May 2023 Candidate for Graduation!* Congratulations on this achievement and thank you for all of the support you have provided throughout the years of your student's matriculation.

Reaching the graduation milestone carries with it a few responsibilities. Specifically, we encourage you to discuss the Graduation Clearance process with your child to ensure that all requirements related to participating in our Commencement exercises and receiving a diploma have been satisfied. **At this time**, your son/daughter should have completed the *Application for Graduation* and submitted it to the Office of the Registrar. This form can be found on our website at [Hampton University - Office of the Registrar](#). Additionally, the roster of candidates who have submitted the application will be posted by December 1, 2022 on this web page. Please review the list to confirm that your son/daughter has completed this important step. Failure to submit the *Application for Graduation* can create significant problems with the Graduation Clearance process.

Throughout the course of the 2022 fall semester and the 2023 spring semester, the Office of the Registrar and your child's academic advisor will share information (usually via the student's HU email address) related to the Graduation Clearance process. Please encourage your child to stay abreast of and pay particular attention to the various correspondence he/she receives, including the *Graduation Communique*, and to adhere to the established deadlines.

There may also be financial obligations that must be met as part of the clearance process, so please review your student's account on a regular basis. Financial statements are updated monthly. If your son/daughter has received federal financial aid during the course of their matriculation, he/she may have outstanding requirements for clearance. The Office of Financial Aid will contact your son/daughter directly, regarding their status.

In closing, I ask that you share this correspondence with your son/daughter and encourage them to adhere to ALL requirements related to the Graduation Clearance process. Again, congratulations to you and your student for reaching the graduation milestone. I look forward to celebrating with you at Commencement on May 14, 2023!

Kind regards,

Angela Nixon Boyd

Angela Nixon Boyd
Assistant Vice President for Enrollment
Management and Dean of Admission