

February 5, 2024

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 2023 spring semester or summer session, he/she has earned at least 90 credits and the distinction of becoming a *May 2024 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. Failure to submit the ***Application for Graduation*** can create significant problems with the Graduation Clearance process.

Throughout the course of the 2024 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*, which will be available in March, 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 12, 2024!

Kind regards,

Angela Nixon Boyd

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