

THE PETROLEUM INSTITUTE  
STUDENT ONE STOP-SHOP (SOS)  
Graduation Clearance Form



- \* This form must be completed and submitted to the SOS at least ONE week prior to Graduation.
- \* Students who do not submit the form will NOT be allowed to participate in the Graduation.

TO BE COMPLETED BY THE STUDENT	
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<b>Student ID Number</b>	<b>Name (First, Middle, Last)</b>
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<b>Mobile</b>	<b>Major</b>

STUDENT CLEARANCE (To be completed by the staff)			
Student is requested to visit the following departments to return the relevant materials then return form to the SOS.			
Department	Confirmed By	Signature	Date
Academic Program			
General Services & Public Relations (GSPR)			
Student Affairs Division (SAD)			
Library / Independent Learning Center (ILC)			
Finance (fee paying student)			
Health Safety and Environment (HSE)			
The Registrar's Office (RO)			

TO BE COMPLETED BY THE REGISTRAR'S OFFICE	
This form was received on _____	
This student was cleared on _____	
_____	_____
Staff Name	Staff Signature / Date