

<b>Student</b>	Last name and first names (underline preferred first name)		Social security number (or birthdate)
	Address		Student number
	Postcode and Post office		Domicile
	Email	Telephone	Language of previous education
<b>Field of study</b>	Campus	Field of Study	
	Degree Programme		
	Specialisation		
<b>Studies completed</b>	Compulsory studies _____ cr	Credit points total _____ cr	
	Elective studies _____ cr	<b>Attach Certificate of completed studies!</b>	
	Degree	Last studies completed ____. ____ . 20__	Intended graduation date ____. ____ . 20__
<b>Studies abroad</b>	Country/institution	During ____. ____ . 20__ - ____ . ____ . 20__	
<b>Bachelor's/Master's thesis</b>	Name of the Bachelor's/Master's thesis		
	Name of the Bachelor's/Master's thesis in English		
	Instructor/s		
	Business	Date of Maturity Test ____. ____ . 20__	
	<input type="checkbox"/> I have saved my Bachelor's/Master's Thesis on the electronic library Theseus.		
<b>Student feedback OPALA</b>	<input type="checkbox"/> I have answered the student initial questionnaire (OPALA). The questionnaire is found at: <a href="http://www.saimia.fi/en-FI/studies/studying-at-saimaa-uas/graduation">http://www.saimia.fi/en-FI/studies/studying-at-saimaa-uas/graduation</a> (use your student number and birthdate as username and password)		

<b>Library</b>	<input type="checkbox"/> My library loans are in order. I have paid all my library payments at the Lappeenranta Academic Library.	Date and signature by librarian
<b>Other information</b>	<b>Health Care and Social Services:</b> Graduation ceremonies are arranged in May and December, on other graduation dates the diploma can be gained from the student office or asked to send by post. <b>Technology, Business Administration, Tourism and Hospitality, Fine Arts:</b> Graduation ceremonies are arranged monthly.	
	<input type="checkbox"/> I will attend graduation ceremony, besides me ____ person(s) will be participating in the graduation ceremony. <input type="checkbox"/> Mail my diploma to my postal address <input type="checkbox"/> I will pick up my diploma from the school	
	Publication of the recipients of degrees by the university of applied sciences <input type="checkbox"/> I give permission for publication <input type="checkbox"/> Do not publish my name	
Becoming an alumni is free of charge. *) You may join by filling out the form at: <a href="http://www.saimia.fi/alumni">www.saimia.fi/alumni</a>		
<b>Current Employment</b>	Employer	Duties
	Address	Telephone
<b>Signature</b>	Date and signature  ____. ____ . 20____	
<b>Verified by the student office</b>	Date and signature	

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\*) Further information:  
SAIMAA UNIVERSITY OF APPLIED SCIENCES  
Susanna Kauppinen, Tel. +358 400 184 394, Email: susanna.kauppinen@saimia.fi

**The application must be forwarded to the unit's Student Affairs Office not later than two weeks before the intended graduation date.**

In addition to the diploma, graduating students will be given an attachment in English called the "Diploma Supplement" comprised of translations of their courses and grades as well as a brief explanation about the level of education and its place in the Finnish system of higher education.

**APPENDIX** Certificate of completed studies