



College of Communication
and Information
Office of Student Services
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Lexington, KY 40506-0042
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June 15, 2016

Dear UK Senate Council Chair,

As the Director of Student Affairs, I certify the degrees for the College of Communication and Information. This is an appeal for approval of a May 2016 degree for [REDACTED] (BA- COM) based on administrative error.

[REDACTED] applied to graduate in December 2015. He received reassurances from Cathy Hunt, my predecessor, and from me that he was on track to graduate at that time. His APEX audit was completely green. [REDACTED] participated in the December commencement ceremony. I approved the degree early in the Spring 2016 semester. The Registrar's Office then notified me that he was short two hours as he had an excess amount of community college credit. I notified [REDACTED] on February 4, 2016, and he immediately signed up for two one-hour classes for the spring.

When I went back to approve his May degree he was not on the list. At that time I had been in this position about six months. This is another "on-the-job" training for me as I was not aware that he had not been moved to the May list. [REDACTED] did everything asked of him and the mistake was solely on my part. Therefore, I am requesting approval for his name to be added to the May 2016 graduate list.

I hope this is sufficient explanation for you to approve [REDACTED] degree and that he receive the B.A. – Communication degree he has earned. Please let me know if you need any additional information.

Thank you,

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