

BENNINGTON COLLEGE

IN ABSENTIA APPLICATION

Students wishing to earn their degrees from Bennington College must be enrolled at Bennington College for their final term. Under extraordinary circumstances, students may earn their final credits at an institution other than Bennington College and, upon official transfer of these credits, graduate with their diploma from Bennington College; a second option is for students to complete a final project under the long-distance supervision of a Bennington faculty member.

This practice is known as graduation *in absentia*. Students must demonstrate a compelling reason to graduate *in absentia*.

Student's name: _____

Email address: _____

Cell: _____

Focus of study at Bennington: _____

Credits completed at Bennington to date: _____

Credits earned at other institutions: _____

Proposed Graduation date (December or June and year): _____

Student's Signature

Date

Applications are due June 15 for the fall term and November 15 for the spring term.

Submit all requirements as listed below to Jennifer Burg in Academic Services:

- This completed application form and signed acknowledgement of guidelines
- A written statement describing in detail how you plan to complete your Bennington education, including the titles, descriptions, and potential credits for courses you will take elsewhere
- Timeline for completion (please note most students complete their work in one year)

For applicants who are currently withdrawn from Bennington College, the following materials are required *in addition* to those listed above:

- Resume
- Transcripts from other colleges (if applicable)
- Two letters of recommendation (one of which must be from a current employer or an instructor who is not affiliated with Bennington College)

IN ABSENTIA GUIDELINES

For consideration to graduate *in absentia*, a student must meet all of the guidelines specified in this application. Your signature below acknowledges that you have read and understand the following guidelines:

- Student must have prior approval from the Provost and Dean's Office (via this application)
- Student must be in good academic standing
- Student must define a projected graduation date within one year (two full terms) of applying for *in absentia* status.
- Student may take no more than 32 credits on an *in absentia* basis, but normally students take no more than 16 credits
- Student must submit course descriptions of all courses for consideration and receive approval from Jennifer Burg in Academic Services
- Students must submit a detailed statement explaining how the credits earned elsewhere will integrate with their work at Bennington
- The institution from which the credits are earned must be an accredited institution of higher education
- Student must send official transcripts to Bennington in a timely manner to ensure transfer of credits is completed prior to expected date of graduation. A student who wishes to graduate with a December graduation date must submit an unofficial transcript by December 31, and will receive their diploma as soon as an official transcript is produced and verified. A student who wishes to graduate with a June graduation date must submit an unofficial transcript by May 31, and will receive their diploma as soon as an official transcript is produced and verified. Diplomas will be ordered as soon as the unofficial transcript is received in our office.
- Student maintains *in absentia* status until their proposed graduation date. If students have not made satisfactory progress towards the completion of their degree, and/or if we do not hear from them about a possible extension before the deadlines listed above, they are officially withdrawn from the College as of the last term of their *in absentia* status.
- Fees apply to complete degrees in absentia; additional fees apply if student extends graduation date beyond original proposed graduation date

Student's Signature

Date