

**Letter Request for  
Parent Invitation to Commencement  
(UNDERGRADUATE)**

Undergraduate business students: Complete the following form and turn in to BUS 112.

Graduate business students: Contact the Graduate Business Programs office for procedures.

- [mba@sfsu.edu](mailto:mba@sfsu.edu)
- <http://mba.sfsu.edu>

1) Required Information:

NAME: \_\_\_\_\_ ID#: \_\_\_\_\_

GENDER: Male Female TELEPHONE#: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

MAJOR: Bachelor of Science in Business Administration  
Bachelor of Science in Hospitality Management

CONCENTRATION IN: \_\_\_\_\_

Full name of all those attending commencement as it appears on their passport:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

ADDRESS ABROAD

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Invitation letter may be picked up within 2 working days.