

# Meharry Medical College Office of the Registrar



Congratulations to the Class of 2026. We are so very proud of you!!!!

Soon, you will be associated with the thousands of other prestigious graduates of the incomparable Meharry Medical College. To ensure that the transition from student to alumnus/alumnae is smooth, we have prepared this comprehensive communication to help you navigate the graduation clearance process. Please take the time to read this document in its entirety.

## ACADEMIC REQUIREMENTS

### Grades

Please access your academic history via your Workday student profile to ensure all grades for completed coursework are reflected. Incomplete and In Progress and/or missing grades will prevent clearance from the College.

### Other Academic Requirements

- A Passing score is required on all National Board Exams for Medical and Dental Students.
  - Medical Students – USMLE Step 1, Step 2 CK
  - Dental Students – The Integrated Board
- Graduate students must deposit their Dissertation or Thesis.

*\*Your respective School's Office of Academic Affairs will verify completion of these requirements.*

### Complete Systems Applications Online Surveys

- Complete the Office of the Registrar Graduate Survey by **Friday, March 6, 2026**.
  - [Meharry Medical College - Graduate Survey Spring 2026 – Fill out form](#)
- Complete the Commencement Program survey by **Friday, March 6, 2026**.
  - [May 2026 Commencement Program Survey \(Graduation Information Form\)](#)

- Students who DO NOT anticipate completion in the time allotted to receive a degree dated **May 16, 2026**, must notify the Office of the Registrar by **Friday, March 20, 2026**.
- Diplomas will **NOT** be mailed to P.O. Box and business addresses.

Diplomas will be mailed to the address you list in the survey. Please do not list an address that you **Do Not** plan to reside at after May 16, 2026.

Complete the Graduation Exit for the Alumni Affairs survey and Graduating Student Satisfaction survey by **Friday, March 6, 2026**.

- [Meharry National Alumni Association- Senior Clearance- CLASS OF 2026 – Fill out form](#)
- [Graduating Student Satisfaction Survey](#)

### **SATISFY ALL FINANCIAL OBLIGATIONS**

Complete the Financial Aid Exit Interview by **Friday, March 6, 2026**. [Click Here](#).

- Meharry Medical College's graduates are required, by federal law, to complete a student loan exit interview if federal loans were received during their enrollment period before separating from the institution.
- Your official last day of attendance at Meharry is scheduled for May 2026. Your first loan payment\* is slated to begin between July and December 2026 (Be sure to connect with your lender/servicer for further repayment, deferment or forbearance options) \*6-month grace period for unsubsidized loans. Grad PLUS loans may have only a 60-day grace period.

Complete the Treasury Management Exit Interview (formally Student Financial Services) starting **Friday, March 6, 2026**.

- If a campus-based loan: Federal Perkins, Eloesser, Primary Care Loan (PCL), Loans for Disadvantaged Students (LDS) or Health Professions Student Loan (HPSL), is included in your loan portfolio, you have to complete this exit interview.
- To complete this Exit interview for Campus Based please contact Ms. Rhoda Summers (6931).

Pay all outstanding financial obligations, including tuition payments, housing payments, parking and library fees.

- Outstanding indebtedness to the Institution must be fully satisfied prior to **Monday, May 4, 2026**.

## Commencement

Commencement Date: **May 16, 2026**

Commencement Location: **Grand Ole Opry House, Nashville, TN**

### Regalia Orders

Candidates for graduation are required to wear the regalia ordered through the College specified for their degree. If you are unable to attend Commencement you must contact Academic Affairs and the Registrar's Office, in writing.

Using the link provided, complete the online regalia order with Oak Hall by **Friday, March 6, 2026.**

- [\*\*May 2026 Commencement-Order Student Regalia\*\*](#)

### RENTAL GOWN SIZES:

XS	0	4'9 TO 5'2 145 to 157 cm's	Up to 175 lbs. 79 kg's
S	1	5'3 TO 5'5 160 to 165 cm's	Up to 205 lbs. 93 kg's
M	2	5'6 TO 5'8 168 to 173 cm's	Up to 235 lbs. 107 kg's
L	3	5'9 TO 5'11 175 to 180 cm's	Up to 265 lbs. 120 kg's
XL	4	6'0 TO 6'2 183 to 188 cm's	Up to 305 lbs. 138 kg's
XXL	5	6'3 TO 6'5 191 to 196 cm's	Up to 325 lbs. 147 kg's

An email will be sent notifying students when regalia is ready for pick-up. Please respond immediately to allot time for adjustments if needed. We cannot guarantee replacement regalia, if needed, for those who respond late to the pick-up notice.

**Regalia must be returned at the designated location immediately after Commencement. The complete unit (gown, hood, and tam) must be returned undamaged. There is a \$200 fee for late returns, \$800 for lost or damaged regalia. Please know there are no exceptions.**

### Contact Academic Affairs

Be sure to look for communication(s) from your Academic Affairs Office about internal processes within your designated school that must be completed in order to be cleared at that level.

## **Holds**

Holds will be placed on accounts of candidates who have outstanding obligations to key offices on campus. The hold will be removed after your outstanding obligation has been satisfied. Candidates are encouraged to closely monitor **their Workday student profile** and to contact the responsible office with questions regarding any hold(s) on your account.

<b>Hold Type</b>	<b>Description</b>	<b>Office Responsible</b>	<b>Contact Number</b>
Parking Fines	Outstanding Tickets	Safety and Security	(615) 327-6254
Library Fines	Library fines or past due books	MMC Library	(615) 327-6318
Housing Fines	Past Due Rent	Housing, Student Financial Services	(615) 327-5751
Treasurer's Hold Balance Due	Tuition and Fee related Fines	Student Financial Services	(615) 327-6859
Exit Interview	Missing Items from the Exit Interview	Student Financial Services	(615) 327-6931 (615) 327-6052
CASA Hold	Borrowed items not returned to CASA	Center for Education Development and Support	(615)327-6500
Academic Affairs	Failure to satisfy AA Requirements	Academic Affairs (SOM, SOD, SOGSR)	SOM (615) 327-6413 SOD (615) 327-6784 SOGS (615) 327-6533 SGH <a href="https://meharryglobal.org/contact-us/">https://meharryglobal.org/contact-us/</a> SACS (615) 327-5673
Financial Aid	Financial Aid requirements not met	Student Financial Aid	(615) 327-6826

## **Points to Note and to Remember**

Please note, failure to complete any of the mandatory tasks will significantly delay the clearance process, including receiving your diploma in a timely manner. Should you have any questions, please feel free to contact the Office of the Registrar, by email. A contact chart is also provided below.

Requests relative to diplomas, licensure forms and certifications will not be released for graduates who fail to meet their financial agreements with the college.

Instructions to order transcripts and to request certifications and verifications are listed below.

- **Transcripts**

All transcript requests are to be made via National Student Clearinghouse.  
For convenience, the below link is provided.

[National Student Clearinghouse Transcript Services](#)

- **Enrollment Certification (Licensures)**

- Go to [Certifications/Verifications](#) (go to form and submit)

### **Contact Information**

- Location: **Cal Turner Building, 1<sup>st</sup> Floor, Room 120**
- Email: **Records Department, [recordsdepartment@mmc.edu](mailto:recordsdepartment@mmc.edu)**

<b>Tiffany Griffin-Minor</b> Registrar VA Certifying Official 615-327-6806 <a href="mailto:tgriffinminor@mmc.edu">tgriffinminor@mmc.edu</a>	<b>Dr. Nahla Shalan</b> Associate Registrar VA Certifying Official <a href="mailto:nahla.shalan@mmc.edu">nahla.shalan@mmc.edu</a>
<b>Shelita McIntosh</b> Records Coordinator <a href="mailto:smcintosh@mmc.edu">smcintosh@mmc.edu</a>	<b>Rose Woodruff</b> <a href="mailto:rwoodruff@mmc.edu">rwoodruff@mmc.edu</a>