



To be completed by student and submitted to records office

Student C# _ _ _ _ _ Student name _____ (Print name as it is to appear on your diploma)

Address _____ City _____ State _____ Zip _____

Home phone _____ Work phone _____

Program Information

Program/Major _____ Specialty _____

Completion date: Fall term (Deadline Oct. 1) Spring term (Deadline March 1) Summer term

Degree: Associate in Science (AS) Associate of Arts (AA) Associate in Applied Science (AAS)
 Technical Certificate (TC) Certificate (CT)

Graduation Ceremony

I plan to walk in the graduation ceremony. Yes No

Student Signature _____ Date _____

To be completed by Academic Advisor

All coursework HAS NOT been met All coursework HAS been met

List course work needed to complete degree, including all courses currently enrolled in.

Table with 3 columns: Term, Course no., Grade. 4 empty rows.

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I certify that by completing the above listed course work and maintaining a minimum cumulative GPA of 2.0, the student will have completed all course work necessary to receive the following diploma:

Degree (Check one) AA AS AAS TC CT Major _____ Specialty _____

Expected date for graduation Term _____ (example 201120)

Program chair _____ Date _____

Dean _____ Date _____

Registrar _____ Date _____

Degree _____ Major _____ Speciality _____ Term _____

GPA _____ Honors Code Cum Laude Magna Cum Laude Summa Cum Laude

Diploma printed _____ Mailed _____

Application denied and filed _____

Copy of Curriculum of Record, course substitution forms and letter to student must be returned with application.