



# Graduation Application

## PRINT NAME AS IT SHOULD APPEAR ON DEGREE:

Name \_\_\_\_\_ Colleague ID# \_\_\_\_\_

## ADDRESS THAT DEGREE SHOULD BE MAILED TO:

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

### Applying for:

Major - \_\_\_\_\_  Degree  Diploma  Certificate

Major - \_\_\_\_\_  Degree  Diploma  Certificate

Major - \_\_\_\_\_  Degree  Diploma  Certificate

Total number of degrees: \_\_\_\_\_

Expected completion term (check one):  Fall  Spring  Summer Year \_\_\_\_\_

**GRADUATION FEES: \$25.00** – This includes the cost of one (1) degree, one (1) degree cover, and the cost of the cap and gown. There is a \$6.00 charge for each additional degree ordered.

## OFFICIAL COPIES OF HIGH SCHOOL, COLLEGE TRANSCRIPTS, GED OR ADULT HIGH SCHOOL DIPLOMA MUST BE ON FILE TO BE FULLY APPROVED.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE** When you have completed this form, please turn it in to Student Records Office to complete your graduation application.

## NOTIFICATION OF GRADUATION STATUS BELOW:

### **FOR OFFICE USE ONLY**

#### **GRADUATION STATUS**

- Pre-approved pending successful completion of currently enrolled courses
- Fully Approved
- Disapproved (See attached for reasons) Must re-apply for graduation