Graduation Application and Checklist

Last Name: _____

First Name: _____

Student ID: _____

MCC Graduation Application Instructions:

This application must be approved and signed by your advisor, so please make an appointment with your advisor.

☐ A completed and signed Advising Sheet must be submitted with your Application for Graduation. If you are seeking multiple degrees, include a signed Advising Sheet for each degree.

Confirm and review all graduation requirements in the catalog you are using, such as GPA, credit requirements, and multicultural and diversity requirement if needed.

Graduation Ceremony Logistics:

The commencement ceremony is held each May, at the conclusion of the spring semester.

Do you plan to attend the commencement ceremony in the spring?   ☐ Yes   ☐ No

If yes, have YOU purchased your Cap & Gown?   ☐ Yes   ☐ No

Diploma Logistics - REQUIRED FIELDS

I, _____,

(Please print name as it should appear on your diploma)

having completed all program requirements, hereby apply for graduation _____Term, 20_____.
(Fall, Spring, Summer)

Mailing address to mail diploma:

Mailing Address: _____

City, State, Zip _____

Telephone: _____

I understand that if I make changes to the course registration plan identified in this application, my ability to graduate may be impacted and a new graduation application may be required. Any changes to course registration should be reviewed with my advisor and submitted to the Registrar's Office.

_____/_____
Student's Signature   Date

Graduation applications received without Advisor's signature(s) will be returned to the student.

1ˢᵗ Degree Seeking:

Which catalog curriculum are you using for graduation _____ (e.g. 2021-2022)	**Specific Degree:**

As Academic Advisor for the above listed program, I agree that the student listed above has/will be completing the program requirements as listed in the catalog curriculum referenced above for the term listed on page 1. Course Substitutions/Waivers have already been submitted or accompany this form.

_____/____
Advisor's Signature   Date

FOR OFFICE USE ONLY

☐ Recommended for Graduation   ☐ NOT Recommended for Graduation   ☐ **Advisor Notified** _____
                                                                                                                                                Registrar/Date

☐ Awarded for Graduation   ☐ Denied for Graduation   ☐ **Advisor Notified** _____
                                                                                                                Registrar/Date

_____Final CGPA   Missing Requirements:_____

2ⁿᵈ Degree Seeking:

Which catalog curriculum are you using for graduation _____ (e.g. 2021-2022)	**Specific Degree:**

As Academic Advisor for the above listed program, I agree that the student listed above has/will be completing the program requirements as listed in the catalog curriculum referenced above for the term listed on page 1. Course Substitutions/Waivers have already been submitted or accompany this form.

_____/____
Advisor's Signature   Date

FOR OFFICE USE ONLY

☐ Recommended for Graduation   ☐ NOT Recommended for Graduation   ☐ **Advisor Notified** _____
                                                                                                                                                Registrar/Date

☐ Awarded for Graduation   ☐ Denied for Graduation   ☐ **Advisor Notified** _____
                                                                                                                Registrar/Date

_____Final CGPA   Missing Requirements:_____

What courses are left to complete in your last semester?

As you'll complete this application in the semester before your last semester, list all courses that you will register for and complete during your final semester:

Dept. & Course No.	Course Title	Credits	Semester	Required	
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2
				Deg. 1	Deg. 2

FOR OFFICE USE ONLY   **Summa Cum Laude (3.9 & above)**   **Cum Laude (3.5-3.74)**

Valedictorian   **Magna Cum Laude (3.75 - 3.89)**   **PTK**