

# MCTC INTENT TO GRADUATE

*This form must be submitted to the Registrar's Office, T.2200, for the term in which you expect to complete all required coursework. Deadlines are indicated in the Class Schedule and Student Handbook. Incomplete forms will be returned. Forms received after the deadline will be considered for the following term.*

**In which term do you expect to complete your required coursework?**

FALL 20 \_\_\_\_\_  SPRING 20 \_\_\_\_\_  SUMMER 20 \_\_\_\_\_

NAME \_\_\_\_\_  
FIRST MIDDLE INITIAL LAST

STREET \_\_\_\_\_ APT \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

STUDENT ID \_\_\_\_\_ PHONE ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

*This form will be used to update your address*

**Under which catalog should your coursework be evaluated?** \_\_\_\_\_  
(1999-00, 2000-01, etc.)

**For which award would you like to be considered?** *A separate form must be submitted for each.*

- \_\_\_\_\_ **AA** – Associate in Arts *Note: As of 1995, AA includes MnTC – Minnesota Transfer Curriculum*
- \_\_\_\_\_ **AFA**- Associate in Fine Arts
- \_\_\_\_\_ **MnTC** – Minnesota Transfer Curriculum
- \_\_\_\_\_ **AS** – Associate in Science *indicate major, as stated in catalog* \_\_\_\_\_
- \_\_\_\_\_ **AAS** – Associate in Applied Science *indicate major, as stated in catalog* \_\_\_\_\_
- \_\_\_\_\_ **Diploma** *indicate major, as stated in catalog* \_\_\_\_\_
- \_\_\_\_\_ **Occupational Certificate** *indicate major, as stated in catalog* \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b><i>For Registrar's Office only:</i></b>		Major code _____	DARS code _____
TERM _____	GPA _____	Letter sent _____/_____/_____	Award sent _____/_____/_____
Requirements met? Yes _____ No _____	OK after _____	Move to _____	
Comments _____			
TERM _____	GPA _____	Letter sent _____/_____/_____	Award sent _____/_____/_____
Requirements met? Yes _____ No _____	OK after _____	Move to _____	
Comments _____			

**OVER**

***For Office Use only***

Academic Advisor Notes:

For which award has the graduation review been processed for? *A separate form must be submitted for each award.* \_\_\_\_\_

Under which catalog should the coursework be evaluated? \_\_\_\_\_

# of credits student has earned toward program: \_\_\_\_\_

# of credits student needs to complete program: \_\_\_\_\_

Student has an overall GPA of 2.00 or greater? Yes: \_\_\_\_\_ No: \_\_\_\_\_

List remaining requirements for degree, diploma or certificate:

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Advisor/Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_