

APPLICATION FOR GRADUATION

ANOKA TECHNICAL COLLEGE

Submit this form to the Record's Office along with the current graduation fee when registering for your final semester.

PART I – Completed by the Student

I understand that when Parts I & Part II are complete, I must return this form to the Record's Office. I also understand that the Record's Office will contact me by mail if I **DO NOT** meet the graduation requirements.

STUDENT'S NAME: _____
Last First MI

STUDENT'S ID/SS#: _____ **MAJOR(S):** _____

CIRCLE ONE: **AAS Degree** **Diploma** **Certificate** **YEAR:** _____

I intend to have my program completed at Anoka Technical College at the end of:

CIRCLE ONE: **Fall Semester** **Spring Semester** **Summer Semester**

Please send my AAS Degree/Diploma/Certificate & final transcript to me at the following address:

Street City State Zip

I understand that all tuition and fees must be paid prior to receiving my AAS Degree/Diploma/Certificate & final transcript.

STUDENT'S SIGNATURE: _____ **DATE:** _____

PART II – Completed by the Advisor

I have reviewed the student's transcript and verify that he/she is on track for graduation. He/She has successfully completed the courses to date and based on satisfactory completion of the remaining requirements will be eligible for graduation.

ADVISOR'S SIGNATURE: _____ **DATE:** _____

PART III – Completed by the Record's Office

Tentatively Approved: _____ **Final Approval:** _____

_____ You **DO NOT** meet the completion requirements. The following items are still required. Once these requirements are met, **you will need to submit a new "Application for Graduation" form.**

RECORD'S OFFICE SIGNATURE: _____ **DATE:** _____