



APPLICATION FOR GRADUATION & DIPLOMA

Instructions: Complete Parts I and II and return to the Office of Records & Registration. Students who are deemed ineligible for graduation must reapply when ready.

Part I – Student's Information

Name: _____ ID# or Birthdate: _____

PRINT exactly as you wish name to appear on diploma.

Mail Diploma to

Address: _____ City, State, Zip: _____

Cell Phone: _____ Personal Email (*not @students.garrettcollege*): _____

Have you previously received a degree from Garrett? Yes No

*Diplomas are conferred in May, August, and December; Commencement ceremony is held in May.
Letters announcing Rehearsal and Commencement dates and times will be mailed in late February.*

Expected Completion Month/Year:	May	August	December
Application Due Date:	March 1	March 1 / July 1 *	November 1

**Students finishing in August may walk in the prior May ceremony IF APPLICATION IS RECEIVED BY MARCH 1*

Not Attending Ceremony

Attending

Measurements: Height

Weight

I acknowledge that my graduation clearance is contingent upon:

- Satisfactory completion of all degree/certificate requirements as outlined in the GC Catalog.
- Minimum 2.00 Cumulative GPA. AAT majors require 2.75 CGPA and passing PRAXIS (or approved exemption).

Applicant's Signature: _____

Date _____

Part II –Acknowledgement of Readiness (to be completed by the Advisor)

Understanding the conditions indicated below, the above-named applicant is prepared to apply for graduation in:

Major: _____ AA AAT AS ASE AAS Cert.
(Complete a separate application for each degree sought.)

All requirements have been met REVERSE TRANSFER transferring credits back

Must successfully complete remaining coursework from _____

Must resolve incomplete(s) in: Other: _____

Advisor's Signature: _____

Date _____

Received By/On:	Check Addr, phone & email	Degree tab	Graduation tab	Email sent
OFFICE OF RECORDS & REGISTRATION			ACADEMIC AFFAIRS	
Verification of Requirements	Approved Disapproved	Administrative Approval	Approved Disapproved	
Remarks:		Remarks:		
Sign/Date:	Registrar	Sign/Date:	Chief Academic Officer	