



## 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, please note your height, so we have the correct graduation gown for you. Caps and gowns will be purchased for you; there is no additional cost to participate in the commencement ceremony.

Height \_\_\_\_\_

### 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: \_\_\_\_\_

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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.**

**1<sup>st</sup> Degree Seeking:** Associate of Applied Science  
Associate of Arts  
Associate of Science  
Associate of Science – Nursing  
Certificate of Applied Science  
Certificate of General Studies

**PROGRAM:** \_\_\_\_\_

**Which catalog curriculum are you using for graduation:**  
\_\_\_\_\_ (e.g. 19-20 catalog)

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: \_\_\_\_\_

**2<sup>nd</sup> Degree Seeking:** Associate of Applied Science  
Associate of Arts  
Associate of Science  
Associate of Science – Nursing  
Certificate of Applied Science  
Certificate of General Studies

**PROGRAM:** \_\_\_\_\_

**Which catalog curriculum are you using for graduation:**  
\_\_\_\_\_ (e.g. 19-20 catalog)

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**

**Valedictorian**

**Interstate Passport**

**Honors**

**PTK**