

GRADUATION CONTRACT

ID# _____ Name _____

(Print clearly. Exactly as you want it on diploma.)

Degree _____ Major(s) _____ Minor(s) _____

Bulletin Year _____ Expected Graduation Date: **Aug** **Dec** **May** **Year** _____

**INSTRUCTIONS: LIST ALL COURSES THAT WILL BE TAKEN IN THE RESPECTIVE TERMS.
SPECIFY IF COURSE WILL BE TAKEN AT ANOTHER INSTITUTION OR BY CLEP EXAM.**

SUMMER, 20_____ CUM Hrs _____

Course No.	Course Title	Hrs	G

Completed by Records Office *Total hrs this semester* _____ *CUM Hrs* _____

FALL SEMESTER, 20_____

Course No.	Course Title	Hrs	G

Completed by Records Office *Total hrs this semester* _____ *CUM Hrs* _____

SPRING SEMESTER, 20_____

Course No.	Course Title	Hrs	G

Completed by Records Office *Total hrs this semester* _____ *CUM Hrs* _____

I believe this Graduation Contract reflects the graduation requirements listed on the **back of this page**, and the specific requirements shown on my degree audit.

*******Candidate Signature** _____*****

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Advisor Recommendation (Education Majors Only): _____ S.D.A. _____ State Certification

Completed by Records Office **GRADUATION REQUIREMENTS**

Approved for graduation _____

Approval subject to: _____

- Total Hrs. 128**
- Upper Div Hrs. 40**
- 32/38 Hrs. in Residence**
- Cum GPA 2.00 - Vary**
- Major GPA 2.25**
- Minor GPA 2.00**

Asst. Dir. of Admissions & Records _____ Date _____

General Graduation Requirements

All baccalaureate graduates will

- Complete a minimum of 128 semester credit hours, including 40 credit hours in courses numbered 300 and above and earn a minimum cumulative grade point average of 2.00.
 - Complete the general education requirements.
 - Complete a minimum of 32 semester credit hours in residence. The last 38 credit hours earned prior to graduation must include 32 credit hours in residence.
 - Complete the requirements for a major field of specialization with a minimum cumulative grade point average of 2.25. No class with a grade below a C– may apply toward the major or area of emphasis. Classes listed as cognates are included in the major. A minimum of 12 hours in the major field must be taken in residence.
 - Take a comprehensive examination in the field of study designated by the major.
 - Take the College Base General Education examination prior to graduation.
- Bachelor of Arts graduates will also
- Complete a minor field of specialization. No class with a grade below a C– may apply toward the minor, and a minimum of 6 hours in the minor field must be taken in residence.
 - Complete 6 semester credit hours of a foreign language at the intermediate level as part of the general education program.

Two baccalaureate degrees such as a Bachelor of Arts and a Bachelor of Science with majors in different disciplines may be awarded concurrently or sequentially. The candidate must meet all the degree requirements for each major including cognates, general education, the foreign language requirement, the requirement of a minor, a total of 158 semester credit hours, and 32 credit hours in residence.

Associate Degree

Students must meet the following requirements:

1. Be recommended by the faculty and approved by the Board of Trustees.
2. Complete at least 64 credit hours.
3. Satisfactorily complete the requirements for classes in the major, general education, and 24 semester credit hours in residence.
4. Earn a minimum cumulative GPA of 2.00.
5. Earn a minimum cumulative GPA in the major courses of 2.00. No class with a grade below C– may apply toward the major.

Any transfer work must be completed, and the official transcript of this work in the Records Office by **March 1** for May graduates, **July 15** for August graduates, and **November 15** for December graduates. Graduates should **not** register for courses at another institution during their last semester. All CLEP and Proficiency examinations must be completed prior to the final two semesters of residence.

The student must satisfactorily meet all financial obligations to the college. This includes payment of senior class dues. (The amount of dues is set by the class with the approval of the president.)

All graduates are expected to participate in the commencement exercises unless given permission by the Vice President for Academic Administration to graduate in absentia.