

LAGRANGE COLLEGE UNDERGRADUATE GRADUATION PETITION

Students: Please work with your Academic Advisor to complete this form.

This form will not be accepted without all fields completed & the required attachments: CE Events, Unofficial Transcript, General Education Advising Sheet, Pathway Progression Sheet, Minor Curriculum Sheet (if applicable).

SECTION A: STUDENT INFORMATION

Name: _____

L#: _____

SECTION B: ACADEMIC PROGRAM INFORMATION

Degree Sought (please complete a separate petition for each degree/major):

Bachelor of Arts (BA) Bachelor of Business Administration (BBA) Bachelor of Music (BM)

Bachelor of Science (BS) Bachelor of Science in Nursing (BSN)

Major: _____ Minor: _____

Term/Year first matriculated at LaGrange College: _____

Bulletin Year Major Declared: _____

SECTION C: DEGREE COMPLETION INFORMATION

TERM STUDENT WILL COMPLETE REQUIREMENTS: _____

To be recognized as a candidate for a baccalaureate degree you must meet the following requirements:

1. File this graduation petition with the Registrar's Office. This must be done the semester immediately preceding the semester that you expect to complete requirements.	Date Received in Registrar's Office: _____ Registrar Initials: _____
2. Pay the graduation fee of \$150.00. *by initialing the student understands that the fee must be paid to the Business Office before the degree will be conferred	Student Initials: _____*
3. Have completed the Graduate Biographical Information Form . The link can be found on the Office of the Registrar website.	Student Initials: _____
4. Take the Senior Assessment Test (See Advisor)	Senior Assessment Test Date: _____
5. Have earned the last 39 semester hours of credit in residence at LaGrange College or 51 of your last 60 semester hours.	<input type="checkbox"/> Complete <input type="checkbox"/> In Progress Advisor Initials: _____
6. Have earned a cumulative grade point average of at least 2.0.	Current GPA: _____ Advisor Initials: _____
7. Must have completed the Cultural Enrichment requirements, including the necessary number of Sustainability Events (see catalog under which you entered).	<input type="checkbox"/> Complete <input type="checkbox"/> In Progress Students - please attach a printout of completed CE Events from MyLC.
8. Have completed Interim Term requirements (see catalog under which you entered).	<input type="checkbox"/> Complete <input type="checkbox"/> In Progress Advisor Initials: _____

9. Have earned at least 120 semester hours of credit.

a. Total credit hours earned toward graduation = _____

b. Current credit hours taking this term (do not include repeat hours) = _____

c. Pre-registered credit hours for future terms (do not include repeat hours) = _____

d. Total credit hours to be earned by graduation term (a+b+c) = _____

Advisor Initials: _____

NOTE: Repeated courses are those that have previous been passed and are being repeated (please speak with your advisor before repeating a class). The most recent grade will be the one that is applied to your degree. All grades will be counted in your GPA.

10. **General Education Requirements:** ___ Complete ___ In Progress **Advisor Initials:** _____

***Please attach a completed General Education Advising Sheet**

Courses needed to complete General Education Curriculum Requirements: (List if In Progress is checked)

12. **Major Curriculum Requirements:** ___ Complete ___ In Progress **Advisor Initials:** _____

***Please attach a completed Pathway Progression Sheet for this major** (Advisors - Please attach an explanation of any D grades made in the major)

Courses needed to complete the Major: (List if In Progress is checked)

Major Assessment: Term _____ Year _____ Method/Results _____

13. **Minor Curriculum Requirements:** ___ Complete ___ In Progress ___ Not Applicable

***Please attach a completed list of curriculum requirements for this minor**

Courses needed to complete the Minor: (List if In Progress is checked)

_____ **Minor Advisor Initials:** _____

14. Does this student have work in progress at another institution (transient work)? If so, give details:

Certification of recommendation for graduation upon completion of work in progress

Major Advisor Signature

Date

Minor Advisor Signature
(if applicable)

Date

SECTION D: STUDENT CERTIFICATION OF RESPONSIBILITY & DIPLOMA INFORMATION

By signing below, you the student certify that you understand that you are responsible for:

- a. Completion of all requirements. Failure to complete an outstanding requirement after submitting this form can result in your degree conferral being delayed and/or the inability to participate in the Commencement Ceremony.
- b. Having final grades for any transient work at another institution in the Registrar's Office before the end of the final examinations for your last semester.

In addition, your signature below indicated that you understand that LaGrange College awards diplomas only at the end of the Spring Semester each year. If degree requirements are completed in any other term other than the Spring Semester, it is understood and agreed that the diploma will not be issued until the following commencement ceremony for any reason. The academic transcript is the official document used to verify that the degree has been awarded.

I certify that I have read and understand the above stated requirements.

Student Signature

Date

Please have my name appear exactly as follows on my diploma:

My permanent address is: _____

The best email address to contact me after graduation is: _____