OFFICE OF ADMISSIONS AND RECORDS
~GRADUATION CLEARANCE FORM~

Part I. ***RECOMMENDATION FOR GRADUATION***

Student's Name:_____

I, the undersigned, certify that I have carefully examined the program of study for the above named student and have that he/she has met the requirements of the Division of:
( ) Arts and Sciences
( ) Business & Computer Tech/Public Services
( ) Industrial & Related Technologies

I approve the program of study pursued by this student and recommend him/her as a candidate for graduation as of _____ with a major in _____.
It is understood that my recommendation is based on the fact that the student must complete satisfactorily in all courses now in progress and meet all other necessary requirements before the degree, diploma, or certificate is conferred.

Signed:_____ Date:_____
Academic Advisor

Signed:_____ Date:_____
Division Dean

Part II. ***NOT RECOMMENDING FOR GRADUATION***

Student's Name:_____

I, the undersigned, certify that I have carefully examined the program of study and found that the above student has not met the requirements of the Division of _____ and the College.
The above named student is **not recommended** for graduation due to the following reason (s):

_____

_____

_____

Signed:_____ Date:_____
Academic Advisor

Signed:_____ Date:_____
Division Dean