

Undergraduate Intent to Graduate Cover Page

Students must submit completed cover page with supporting documents to their planned semester of degree completion.

To complete your Intent to Graduate packet:

1. Complete and sign Intent to Graduate Cover Page in black ink.
2. Print, complete, and attach the following:
 - **Major Checklist** for each major, signed by your advisor: augsborg.edu/registrar/majors
 - **Minor Checklist** for each minor, if applicable: augsborg.edu/registrar/minors
 - **Graduation Audit** (found in Records & Registration / "Degree Progress")
Enter term in which each requirement will be completed.
3. Meet with your advisor to finalize your plans and obtain signatures.
4. Check Graduation Workshop in Moodle regularly during your final semester.

For more information visit augsborg.edu/registrar/graduation.

Registrar's Office Decision

- Approved
 Incomplete

Notes:

Student Information

Name: _____
Last First Middle

Augsburg ID: _____ Permanent email (non-Augsburg): _____

Hometown (as it should appear in commencement program): _____
City State

Name exactly as it should appear on diploma: _____

Degree Completion Term and Commencement Year

Graduation Term: *The semester you will have completed all degree requirements.*

Term: Fall Spring Summer Year: _____ (ex: 2019)

Commencement Year: *The ceremony held annually after spring semester.*

Students may participate in commencement with up to 12 credits (or 3 requirements) remaining at the time of the ceremony. Any remaining requirements must be completed by the end of the calendar year. Students who will not meet both of these ceremony requirements should participate in the ceremony the following year.

Year: _____ (ex: 2019)

List ALL Majors and Minors with Which You Plan to Graduate

Degree:	Major:	Concentration/Track (if applicable):
<input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> BM	1. _____	_____
<input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> BM	2. _____	_____
<input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> BM	3. _____	_____

Minor(s): _____

Signature

I have reviewed all of my major/minor, core, credit, and GPA requirements, and understand what is required for graduation. I will contact the Registrar's Office at graduation@augsborg.edu if any of the above information changes.

Student Signature _____ Date: _____

Submit to the Registrar's Office

Submit in person to the Enrollment Center in 101 Sverdrup Hall, or email your Intent to Graduate Packet to graduation@augsborg.edu. For questions, contact graduation@augsborg.edu or (612) 330-1738.