



STATE TECHNICAL COLLEGE OF MISSOURI Graduation Application

To be Completed by the Student

LEGIBLY PRINT NAME EXACTLY AS IT SHOULD APPEAR ON DIPLOMA

First Middle Last

Permanent Telephone Number Student ID Number

Diplomas are mailed approximately six weeks after graduation. To where should we mail it?

Address _____

City _____ State _____ Zip _____

If this address is new, should it be used for all future College correspondence? Yes No

If yes, when should we update our records? Now After graduation

Permanent (not your STC) e-mail address: _____

Graduation Term & Year: December _____ May _____ August* _____

*August graduates who want to walk in the May ceremony must complete the back side of this form.

Do you plan to participate in the May commencement ceremony? Yes No

If yes, please list your height and weight for your gown: Height _____ Weight _____

Diploma Applying for: AAS Degree Certificate

Major and Option/Emphasis: _____

Complete the back page of this form only if you are not completing all graduation requirements before participating in the commencement ceremony.

Student Signature _____ Date _____

GRADUATION REQUIREMENTS (condensed from the catalog; see the catalog for complete wording)

- ★ Complete all required assessment tests (ex. CAAP)
- ★ Meet minimum GPA requirements for your program as defined in the catalog
- ★ Earn CPR & Safety certification if CTG major
- ★ Pass the FAA General and either the Powerplant or Airframe Aviation Written examinations if TAM major
- ★ Pass one industry certification if NST major
- ★ Complete Financial Aid exit counseling if you have federal student loans
- ★ Submit a Graduate Status Survey to Career Services
- ★ Clear financial obligations to the Library and/or Cashier

For Academic Records Office Use

_____ App entered into CX

_____ Diploma mailed

_____ Grad date entered into CX

_____ The student meets all graduation requirements.

_____ The student meets graduation requirements but has a hold.

_____ The student does not meet graduation requirements.

Registrar's Signature

Date

Application to Participate in the May Commencement Ceremony

The Application to Participate in the May Commencement form allows students to request permission to participate in the May commencement ceremony when not all academic graduation requirements have been completed. Students who are within 8 credit hours (or specific courses for MNT and PTA students) of meeting academic requirements for graduation may apply. *Students must complete all graduation requirements in the summer semester immediately following participation in the ceremony.*

Students must read and initial next to each of the following statements.

- _____ I understand that I will not actually be graduating and will not be receiving a diploma until all graduation requirements are met.
- _____ I understand that I am expected to complete my remaining requirements in the summer semester immediately following participation in the commencement ceremony.
- _____ I understand that I must pre-register for the remaining courses listed below and provide a copy of my summer schedule to the Registrar by April 30th.
- _____ I understand that I am required to wear the appropriate academic cap and gown for the ceremony.

Coursework to be Completed During the Summer Semester

Course Number & Title	Institution where taking credit	Credit Hours <small>(cannot be more than 8)</small>

Student Signature**Date**

This student is approved to participate in the May Commencement Ceremony.

Registrar Signature**Date**

Copies: Student Department Chair