Office of the Registrar
Intent to Graduate

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Submit in person or online at greenriver.edu/upload | greenriver.edu/OTR

Graduation Status: Complete this form to have your earned credits evaluated toward meeting graduation requirements for your program of study. Please review your degree audit or academic advisement report for the catalog year you are attending under. You may view this online at **Academic Advisement Report** in your ctcLink account under your Academic Progress tile. You may contact your Faculty Advisor, International Advisor or Educational Planner to assist with interpreting the Degree Audit or Academic Advisement Report.

The Degree Audit and Academic Advisement Reports are planning tools and are not to be used as an official notification of program completion status.

- Results from your graduation evaluation will be sent to your ctcLink Message Center.
- Please allow two to four weeks for processing.
- Degrees and Certificates will be posted to transcripts within four weeks after grades are posted at the end of your final quarter.
- Your diploma will be mailed to the address you provide in the form below.

Commencement Ceremony: The Commencement Ceremony is held once a year in June. Information will be emailed to eligible students in May. Applying for a degree does not require attendance at the ceremony. Ceremony participation does not constitute completion of your program of study.
Do you plan on participating at the ceremony in June? ❑ Yes ❑ No

STUDENT INFORMATION

Official Name on Record (First, Middle, Last): _____
Do not use nicknames. Print clearly.

Name for Diploma: _____
As you would like it to appear on your diploma. Print clearly.

ctcLink ID: _____   Email: _____

Address your diploma will be mailed to:

_____
    Street   Apt   City   State   Zip

PROGRAM INFORMATION

Program of Study: _____
                                         Completion Quarter/Year

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                                         Completion Quarter/Year

Are you a veteran? (Identifying yourself as a veteran will allow us to recognize you in the commencement program.)   ❑ Yes ❑ No

If yes, please indicate which branch: ❑ Army   ❑ Marine Corps   ❑ Navy   ❑ Airforce   ❑ Coast Guard   ❑ National Guard

SIGNATURE
I, the student, understand and acknowledge that I am responsible for ensuring I have met all of the requirements for which I am coded.

Signature: _____   Date: _____