

GRADUATION CLEARANCE DIRECTIONS

Graduation clearance staff: Please complete this form and return it to your records contact in the Office of the Registrar. Please note that undergraduates should be cleared using the online degree clearance process in PeopleSoft.

RETURN FORM TO:
Office of the Registrar
 130 Coffey Hall
 1420 Eckles Ave
 St. Paul, MN 55108
 612-626-4432
 (fax) 612-625-4351
On campus:
 130 Coffey Hall

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please add the required signature(s) in blue or black ink.

SECTION A. Student information			
University ID	Student name (last, first, middle)		
SECTION B. Degree information			
College	Degree	Major	Additional major/minor
Total U of M credits	Total combined credits (with transfer credits)	Overall U of M GPA	Year degree cleared Year _____
Term degree cleared (check one) <input type="checkbox"/> fall <input type="checkbox"/> spring <input type="checkbox"/> May <input type="checkbox"/> summer <input type="checkbox"/> If monthly degree, indicate month: _____			
Reason backdated (if applicable)		Is student continuing to work on a second major and/or minor? <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> undecided	
Latin honors (undergraduate students only): <input type="checkbox"/> Summa Cum Laude (3.750 U of M GPA; at least 60 U of M credits completed) <input type="checkbox"/> Magna Cum Laude (3.666 U of M GPA; at least 60 U of M credits completed) <input type="checkbox"/> Cum Laude (3.500 U of M GPA; at least 60 U of M credits completed)			
Honors (undergraduate students only): <input type="checkbox"/> with high distinction (3.900 U of M GPA; at least 60 U of M credits completed) <input type="checkbox"/> with distinction (3.750 U of M GPA; at least 60 U of M credits completed)			
Remarks (change of address, backdate, exception to requirements)			
SECTION C. Certification			
Degree clearance signature			Date
Email address			Phone number



To request copies of this form in an alternative format, please call a Disability Resource Center liaison for financial aid at 612-625-9578. The University of Minnesota is an equal opportunity employer and educator. This form is printed on paper made from no less than 20 percent post-consumer waste.

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