



Graduation Application

Student Name (as it will appear on your diploma): _____
first middle last

Student Identification Number: _____

- Degree: BS: Bachelor of Science
 BA: Bachelor of Arts (must meet language requirements)
 BFA: Bachelor of Fine Arts
 BAAS: Bachelor of Applied Arts and Sciences
 BSN: Bachelor of Science in Nursing

Campus: Main Surry Online

I plan to complete my degree requirements in:

December May August Year _____

I plan to participate in the Commencement in Spring 20 _____

Catalog Year: _____ (year of the catalog we should use to evaluate your transcript)

Major: _____ Concentration: _____

Minor: _____

Phone #: _____ Email: _____

Home Address: _____

Assuming successful completion of the semester indicated, I have met the academic requirements for graduation as outlined on the back of this form or in the appropriate college catalog.

Student Signature: _____

Assuming successful completion of the semester indicated, the student named above will complete the requirements for the stated major(s) and minor(s) as outlined in the appropriate college catalog.

Advisor Signature: _____ Date: _____

Advisor Comments: _____

**Return to Kathy Henson in the Registrar's Office. Distance learning students can mail the form to:
Kathy Henson, Lees-McRae College, PO Box 128, Banner Elk, NC 28604 or fax to 828.898.8814.**

Requirements for Graduation

The following must be met for graduation eligibility:

- A minimum of 120 credit hours
- A minimum 2.0 GPA
- Completion of the Core Curriculum
- Completion of 15 hours of Writing Intensive (WI) courses
- Completion of the degree requirements for the appropriate degree
- Completion of an approved major program of study
- A minimum 2.0 grade point average (GPA) in the major program of study (*Note: Nursing majors must receive a minimum grade of "C-" in required major courses and a minimum 2.5 cumulative GPA. Education majors must receive a minimum grade of "C" in required major courses and a minimum 2.7 cumulative GPA*)
- Completion at Lees-McRae College of at least one half of the credit hours required for the major program of study. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- Completion at Lees-McRae College of at least 32 of the last 40 credit hours. In extreme cases of student schedule conflict, the Provost (in consultation with the appropriate Dean) may amend this policy on a case-by-case basis.
- No grades of "F" in any required major courses in the program of study
- No more than 12 credit hours of coursework in which a grade of "D" or lower has been received may apply toward graduation
- No more than four credit hours of lifetime health and fitness activity courses may count toward graduation
- If applicable: completion at Lees-McRae College of at least one half of the credit hours required for the minor program of study.

Students may choose to meet the graduation requirements listed in the College Catalog that was in effect the year he or she entered Lees-McRae College or in any subsequent College Catalog. However, a student may not select graduation requirements from more than one catalog at a time. If the student has been out of residence for more than one academic year, the graduation requirements in effect at the time of re-enrollment at Lees-McRae College will apply. Each student's graduation timeline will vary depending on academic program(s) and academic progress, and may take less or more than four years. Students should work with their academic advisor to create a clear timeline.

Graduation and the receipt of a diploma from Lees-McRae College is an honor bestowed by the Faculty, Administration and Board of Trustees. The awarding of a Baccalaureate degree is duly noted on the student's official College Transcript.

Commencement Exercises

With approval from the Registrar, a student may participate in commencement if he or she lacks two courses or less to complete the degree requirements. However, a diploma will not be awarded until the degree requirements and a minimum of 120 credit hours have been earned. **Candidates for Graduation must also have all accounts paid in full and have completed an Application for Graduation and an Official Exit Form.**

A student who has met the requirements and completed a Graduation Application Form from the Registrar may not postpone his or her graduation.

Once a student's degree is conferred, transcripts supporting the degree earned cannot be changed in any way. Degrees are granted three times during the calendar year: May, August and December. However, a commencement ceremony is only held in May of each year. Candidates for Graduation who receive their degrees in August or December are encouraged to participate in the ceremony held the following May; however, they must notify the Registrar at least one month prior to the ceremony.