Missing Graduation Requirements Form

This form applies to students who were within nine (9) credits of graduation and did not complete requirements necessary to earn their degree. Fill out the following sections with all available information.

Name: ___________________________    Last Semester at SNC: __________

Student ID: ___________________________    Major: ___________________________

Major Advisor: ___________________________    Minor (if any) __________

Please use the following lines to briefly explain the circumstances surrounding your situation.

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If you last attended Sierra Nevada College within the last 10 years, please disregard the last section of this form.

Student cases 10 or more years old are subject to a $500 record retrieval and review fee. This fee does not ensure that any degree will be awarded nor does it waive any requirement for graduation. Students who chose to finish their requirements at SNC may use this credit towards tuition at SNC. Students returning to SNC after 10 years or more must meet the current catalog requirements.

By signing this form, I agree to pay the above mentioned record retrieval and review fee of $500.

Student Signature: ___________________________    Date: ___________________________

Registrar: ___________________________    Date: ___________________________

This form should be returned to the Registrar’s Office
Updated: 4/9/13