

ASSOCIATE DEGREE PETITION

Students must meet with a counselor prior to submitting this form to Admissions & Records.

Please visit the Admissions & Records portion of the MPC website for petition deadlines.

Incomplete or illegible forms will not be processed.

PART A: TO BE COMPLETED BY STUDENT									
Name				_ Expected term of completion:					
_	Last	First	MI						
Email _				_					
Address	3			MPC Student ID #///					
7 (44) 550	Street		Apt #	Phone ()					
City		State	Zip	_					
,			<u>'</u>						
The name printed on your diploma will appear exactly as listed in your MPC WebReg account. Changes to your name will require a personal update form, legal photo ID, and supporting documentation provided to Admissions & Records.									
Address for mailing diploma: ☐ Same as above									
Street		Apt #							
City		State	Zip						
Have vo	ou previously petitioned to	o graduate? □ Yes □	No Ifves s	semester and year					
Have you previously petitioned to graduate? Yes No If yes, semester and year List any other colleges and sources from which you are using credits for your degree:									
	_	•	-	•					
☐ AP ☐ CLEF		·							
_	School Articulation								
	School Transcript national Baccalaureate								
☐ Milita	ry								
List major and catalog under which you are completing your degree: (only one per form)									
Major _				Catalog Year					
		Student Signature							
PLEASE COMPLETE BOTH SIDES OF THIS FORM									

REQUIREMENTS AND GENERAL INFORMATION

- 1. Students must have completed a minimum of 60.0 degree applicable units as outlined in the catalog; 40.0 units of which must have received letter grades.
- 2. Students must complete the number of units in residency and in the major as outlined in the catalog.
- 3. Students must have a GPA of 2.0 or higher. Grades earned in non-degree applicable courses are not included.
- 4. Students must complete the courses required in the major and in the appropriate GE pattern for their degree.
- 5. Students must meet the all competency requirements outlined in the catalog.
- 6. Students must submit all necessary official transcripts and/or scores to the Admissions & Records Office. Foreign transcripts must be evaluated by an official foreign credential evaluation service.

PART B: FOR COUNSELOR USE ONLY

7. Students will be contacted by Admissions & Records regarding the status of their petition.

Are any required courses being substituted? Yes No (If yes, an approved course substitution form(s) must be attached.) Comments:										
I verify that the	nis student is on track to education advising sheet	complete all the requ t.	irements to receive a	a degree. I have attached a completed majo	r					
С	Counselor Name		Counselor Signature	Date						
			RECORDS OF	FICE USE ONLY *****						
Logged in track	ker:	Petition posted:		Final decision posted:						
Initials	Date	Initials	Date	Initials Date						
☐ Pending		☐ Denied		□ Awarded □ No honors □ Honors (3.0 – 3.49) □ High honors (3.5 – 3.99) □ Highest honors (4.0)						
Initials	Date	Initials	Date	Initials Date						
Notes:										