

# Graduation Application Information and Deadlines



## Steps You Need To Take:

- Submit a **completed Graduation Application** and a **\$15.00 non-refundable graduation fee to the Business Office.**
- If you have preliminary questions, make an appointment with an Advisor. To make an appointment, contact 763.433.1830 – Cambridge or 763.433.1230 – Coon Rapids.
- You may choose to fulfill degree requirements outlined in any catalog under which you are/were enrolled, provided that the catalog was in effect not more than four years preceding the date of graduation.
- You must complete all degree requirements under a single catalog.

**Fall Semester: DEADLINE is July 1**

**Spring Semester: DEADLINE is November 1**

**Summer Session: DEADLINE is April 1**

**NOTE: Graduation Applications submitted after these deadlines will be processed for graduation the following term.**

## The Records Office will process Graduation Applications received by the term's deadline in the following manner:

- The Records Office will send notification of your remaining course requirements.
- Upon completion of your term of graduation, the Records Office will conduct a final review of your academic record and degree requirements.
  - If graduation requirements are met, you will be sent an unofficial transcript with your degree recorded.
  - Diplomas are ordered and issued at a later date (usually 6-8 weeks after the end of the term).
  - If graduation requirements are not met, you will be sent notice of such. You must notify the Records Office with your updated term of graduation.

A commencement ceremony to celebrate graduation is held on each campus at the end of spring semester. All students graduating during the year are encouraged to participate.

**Submit completed Graduation Application and \$15.00 to the appropriate campus:**

Cambridge Campus  
300 Spirit River Dr S  
Cambridge, MN 55008-5704

[www.anokaramsey.edu](http://www.anokaramsey.edu)

763.433.1400

Coon Rapids Campus  
11200 Mississippi Blvd NW  
Coon Rapids, MN 55433-3470

Office Use Only  
\$15 graduation app fee

Paid \_\_\_\_\_ Date \_\_\_\_\_



# Graduation Application

PLEASE PRINT IN BLACK INK ONLY

**Student/Tech ID Number:**

**Name:** (as you want it printed on your diploma)

First Name

Middle Name

Last Name

**Phone Number:**

(Area Code) Daytime number

(Area Code) Evening number

E-Mail Address

**STUDENT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**Graduation information will be mailed to your address on file.  
Please verify your information online and update if necessary.**

*If you have been arrested, charged or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or on your chances to obtain federal, state and other higher education financial aid.*

**1. Term and Year you intend to graduate:** Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

**2. Campus you intend to graduate from:** Cambridge  Coon Rapids

**3. Check degree below for which you are applying:**

**MN Transfer Curriculum only**

No Degree/No Fee (4903)

**AA - Associate in Arts/Liberal Arts & Sciences/MNTC (4902)**

- General Education
- Art Emphasis (ART)
- Creative Writing Emphasis (CRWR)
- Education Emphasis (EDUC)
- English Literature Emphasis (LIT)
- Psychology Emphasis (PSYC)

**AAS - Associate in Applied Science**

- Accounting Practitioner (5025)
- Business Accounting Emphasis (5030)  
 2008-2009
- Business Marketing and Management Emphasis (5040)
- Business Office Technology Emphasis (5035)
- Physical Therapist Assistant (5219)

**AFA - Associate in Fine Arts**

- Art (5077)
- Music (5074)  2011-2012  2010-2011  2009-2010
- Music (5075/5076)  2008-2009
- Theatre (5080)

**AS - Associate in Science**

- Accounting (5105)
- Administrative Management (5713)
- Environmental Science (5400)  
 2008-2009
- Applied Engineering – Biomedical Device Mfg. (5102)
- Biological Sciences (5410)
- Biomedical Technologist (5100)
- Business (5050)
- Business, Industry and Technology (5700)
- Community Health (5270)
- Computer Networking & Telecommunications (5106)
- Computer Science (5107)  2011-2012  2010-2011
- Computer Science - (5108/5109)  2009-2010  2008-2009
- Engineering (5450)  
 2011-2012
- Geographic Information Systems (5110)  
 2008-2009
- Health Sciences (5250)
- Human Resources Associate (5710)
- Integrative Health & Healing (5260)
- Nursing - RN (5208)
- Nursing - LPN/RN (5238)
- Pre-Engineering (0900)  2010-2011  2009-2010  2008-2009
- Sales Management (5720)

**4. According to the college catalog, you may choose to fulfill degree requirements outlined in any single catalog under which you have been enrolled, provided the catalog was in effect no more than four years preceding the date of graduation. Please select the catalog year that you are following:**

2011-2012  2010-2011  2009-2010  2008-2009

*If planning to use transcripts from other institutions or academic standard petitions to meet your graduation requirements, you are responsible for ensuring they are received in the Records Office by the end of the term you intend to graduate.*