Return by the final day of the semester to:
Division of Graduate Studies
Henry Madden Library
Harold Haak Administrative Center, 4th Floor
Mail Stop ML51

GRADUATE DEGREE CLEARANCE

Please review the candidate's approved *Petition of Advancement to Candidacy* and verify whether all requirements listed (with the exception of coursework in progress) have been completed for the graduate degree to be granted. Record the appropriate grade for 298 or 299 at the bottom of this form. Only those students who have demonstrated a satisfactory level of scholastic competence and fitness shall be eligible for degree clearance. If the student has failed to meet degree requirements, attach a memo in which you detail the basis of your action.

Candidate's Name____ Date_________________
last first mi

Student ID#________________ Graduate Degree Program___________________________

☐ Thesis (299) ☐ Project (298) ☐ Comprehensive Exam_______________________
test date

We certify that, upon the completion of all coursework currently in progress, the candidate (check box below)

- ☐ HAS satisfactorily met all requirements for the graduate degree to be granted.
- ☐ HAS NOT satisfactorily met all requirements for the graduate degree to be granted.

_____________________________________ _________________
Graduate Program Advisor (if required) Date

_____________________________________ _________________
Graduate Program Coordinator/Director Date

_____________________________________ _________________
Department Chair (if required) Date

_____________________________________ _________________
College/School Dean (if required) Date

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GRADE REPORT (thesis or project <u>only</u>)

Candidate's Name____ Student ID#________________
last first mi

Course (prefix & number)____________________________________ Units___________________

Undertaken in: Spring______________, with a grade of________ in_______ units.
year
Summer______________, with a grade of________ in_______ units.
year
Fall_________________, with a grade of________ in_______ units.
year

_____________________________________ _________________
Thesis/Project Chair Date

NOTE: Only the Graduate Division may report this grade to the Records Office. **NO OTHER FINAL GRADE REPORT IS NECESSARY.**

DGS.mv/7-11