DECLARATION OF CANDIDACY FOR

ASSOCIATE DEGREE/CERTIFICATE/DIPLOMA

(Please complete *one* form per degree/certificate/diploma)

All students intending to complete an Associate Degree, Certificate or Diploma at Bay Mills Community College is required to complete this Declaration form.

This declaration of intent must be filed with your advisor by the **sixth week** of Spring Semester if you intend to graduate in May.

Your advisor must review and approve that you will have completed the requirements for graduation.

# Please fill out completely More than one declaration submitted

Date submitted by advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date received by registrar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Name (as it is to appear on the degree/certificate/diploma) PLEASE PRINT

Address to mail degree (if different from BMCC student database)

Student’s plans after graduation (to be completed by student) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you previously received a degree or certificate from Bay Mills Community College?

Yes No

If yes, name and year of degree/certificate/diploma \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student will participate in commencement ceremonies: YES □ NO □**

Associate in Applied Science Program of Study: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Associate in Arts

Associate in Science Catalog Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Certificate/Diploma (circle one) Candidacy Status (one class to complete) **□**

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| --- | --- |
| TO BE COMPLETED BY ADVISOR | TO BE COMPLETED BY REGISTRAR |
| I have reviewed the above named student’s record, transcript, academic progress, writing proficiency test and program requirements and certify that this person meets the requirements for degree/certificate/diploma award. A degree/certificate/diploma audit is attached.  Signature of Advisor Date | Approved Disapproved  Reason: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Candidate Status MACRAO  Class to complete: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of Registrar |