

COVENANT UNIVERSITY

COURSE TRACKING & INTENT TO GRADUATE

Extension Campus: _____

IMPORTANT: This form is required of all students intending to graduate in a given school year. It is the student's responsibility to keep track of all courses taken and to notify the STC Campus Director when they feel they have completed all courses & requirements for graduation. Height and weight must be included for proper gown size. Please keep a photocopy for your personal records.

1. PERSONAL INFORMATION

TITLE: <input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Rev		LAST NAME: _____		FIRST NAME: _____		M.I.: _____		<input type="checkbox"/> Sr. <input type="checkbox"/> Other: _____ <input type="checkbox"/> Jr.	
FILING DATE: _____		SOCIAL SECURITY #: _____		MAJOR: _____		DEGREE LEVEL: <input type="checkbox"/> UNDERGRADUATE <input type="checkbox"/> GRADUATE <input type="checkbox"/> POST-GRADUATE			
HOME PHONE: _____			WORK PHONE: _____			EMAIL ADDRESS: _____			
HEIGHT (FT/IN): _____		WEIGHT (LBS): _____		CERTIFICATE NAME: <small>(INDICATE EXACTLY HOW YOU WANT YOUR NAME TO APPEAR ON YOUR CERTIFICATE)</small>					

2. COURSE INFORMATION

COURSE #	COURSE NAME:	DATE COMPLETED	EXAM GRADE	PAPER GRADE	FINAL GRADE	CREDITS	DEAN INITIALS
MP	MINISTRY PRACTICUM <small>(Undergraduate & Master's Level Student's Only)</small>						
Course #	MASTER'S STUDENT'S ONLY: ADDITIONAL COURSES TAKEN IN LIEU OF WRITTEN THESIS						

3. SIGNATURES

STUDENT SIGNATURE: _____	DATE: _____	DIRECTOR'S SIGNATURE: _____	DATE: _____
I CERTIFY THAT THE INFORMATION ABOVE IS CORRECT.		I HAVE VERIFIED THAT THE COURSE WORK HAS BEEN COMPLETED AND ALL FEES HAVE BEEN PAID.	

INFORMATION BELOW IS FOR MAIN CAMPUS REGISTRAR'S OFFICE USE ONLY.

INITIALS: <input type="checkbox"/> FORM COMPLETED IN FULL WITH BOTH SIGNATURES <input type="checkbox"/> ALL DEGREE/DIPLOMA REQUIREMENTS MET & FEES PAID <input type="checkbox"/> CAP & GOWN ORDERED <input type="checkbox"/> OFFICIAL TRANSCRIPT PRINTED & SEALED	INITIALS: <input type="checkbox"/> CERTIFICATE PRINTED AND SEAL APPLIED <input type="checkbox"/> COPIES OF TRANSCRIPT AND CERTIFICATE PUT IN STUDENT'S FILE DEGREE/DIPLOMA TO BE AWARDED: _____
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