

CHANGE OF DEGREE COMPLETION DATE

Office of Academic Records

STOP: Do not complete this form if any of the situations on the reverse apply.

NOW: Complete this form only if you are a currently enrolled/registered student.

WHAT THIS WILL DO: This completion date form will determine when we process your final degree check.

You will not be able to register beyond your degree completion term.

PRINT NAME: _____ STUDENT ID: _____

ADDRESS: _____ PHONE #: _____

CITY/STATE: _____ ZIP: _____

MAJOR: _____ CIRCLE ONE: Undergraduate Graduate Technical Certificate

TERM AND YEAR ALL DEGREE REQUIREMENTS WILL BE COMPLETED: _____

PREVIOUS TERM AND YEAR DEGREE WAS TO BE COMPLETED: _____

Student's Signature

Date

This change will be processed within 48 hours. Please deposit this form in the Records Office Drop Box (Adm. 222).

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This Completion Date form will not be processed if any of the following apply:

- You have broken your enrollment by not being registered for three quarters or more. Please contact the Admissions Office (756-2311).
- You have already registered for the next quarter.
- Wrong form. Please complete a Request for Senior Evaluation, available at Records forms area or http://www.ess.calpoly.edu/_records/FORMS/index.htm, and deposit the form in the Records Office Drop Box.
- We will not extend your completion term more than four quarters beyond the term you previously reported.

If you have any questions, please contact the Evaluations Office, (805)756-2396.