

INSTRUCTIONS

Before you complete this application you should conduct your own graduation audit either by going to “MyNECC” on the college website or seeing your academic advisor. To graduate, you will need a **minimum cumulative grade point average of 2.0, met the Core Academic Skills requirements** (if applicable), completed exit loan counseling at www.studentaid.gov (if applicable) and must have fulfilled your program requirements as listed in the Academic Catalog. If you think you will be eligible to graduate, complete the information below and submit this form to Enrollment Services, Welcome/Express Desk in Haverhill or Lawrence. Information about your cap and gown and the annual Commencement will be mailed to you during the month of April. If you are applying for more than one degree or certificate in a given semester, you must fill out a *separate* application for each degree or certificate that you are applying for. **Please print clearly and neatly.**

PART I

Student ID # _____ Telephone # _____

Last Name: _____ First Name: _____ M. I. _____

Street Address: _____ City: _____ State: _____ Zip: _____

What graduation period are you applying for?

(Please Check) **Spring (May)** **Summer (August)** **Fall (December)**

Program you are applying for _____

Print your name exactly as you want it to appear on your diploma

Submit completed form to Enrollment Services, Welcome/Express Desk in Haverhill or Lawrence prior to the posted deadline date. This date will be posted on the current Academic Calendar each semester. The completed form can also be mailed to 100 Elliott Street, Haverhill, MA 01830; or emailed to registrar@necc.mass.edu.

PART II (Office Use Only)

Exit Interview Required: Yes No

Program Code In Banner _____ Program Number In Banner _____

Seq.# _____ Registrar's Date _____ By: _____