



Degree Check Request

200 South 14th Street • Parsons, KS 67357 • (620)421-6700 • 1-888-LABETTE

Before the official degree check will be evaluated by the Registrar,

- all official transcripts from other institutions must be on file in the Registrar's Office;
- the student's college hours completed and currently enrolled in must equal 42 credit hours;
- the degree check request form must be signed by the student's major advisor and
- the degree check request form must be completed in its entirety or will be returned to the advisor.

Name _____ LCC Student ID # _____ Male ___ Female ___
Please Print

Local Address _____
Street City State Zip Cell Phone #

This address will be used to send a copy of the completed degree check and the first correspondence regarding graduation.

LCC email address _____
All communication for this process will be sent to this email account.

Major _____ Advisor _____ First year of attendance _____

Transfer Student: List all colleges you have attended _____

You must complete at least 15 credit hours at LCC to graduate.

Advisor: The catalog year used for this degree check is indicated in Jenzabar.

COMPLETE YOUR EXACT DEGREE INFORMATION: (For Social Science, Secondary Education and Physical Education – include emphasis.)

Associate in Arts _____ Concentration _____

Associate in Science _____ Concentration _____

Associate in Applied Science _____ Concentration _____

Associate in General Studies _____ (The Concentration Requirements can be any course that is a program requirement or elective for an AA or AS degree, except for HEAL 124 Medical Terminology.)

Do you plan to continue your education after graduating from LCC? Yes ___ No ___ If yes, where? _____

Student Signature _____ Date _____

Student and advisor will receive a copy of the official degree check.
Students must have an overall GPA of 2.0 or better to graduate.

Advisor's Signature _____ Date _____

Only the Major Advisor can sign a Degree Check. Please attach a "Substitution Form" if applicable.

For Office Use Only

GPA _____ Honors _____