



Degree Check Request

200 South 14th Street
Parsons, KS 67357
registrar@labette.edu

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

- official high school transcript, General Education Development (GED) or State Certificate must be on file in the Registrar's Office;
- all official college 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.

Student's Name _____		LCC Student ID # _____					
Local Address _____		_____					
Street	City	State	Zip Code	Cell Phone #			
(This address will be used to send a copy of the completed degree check and the first correspondence regarding graduation.)							
LCC student email address _____							
(All Communication for this process will be sent to this email account).							
Major _____							
Degree:							
<input type="checkbox"/>	Associate in Arts	<input type="checkbox"/>	Associate in Science	<input type="checkbox"/>	Associate in Applied Science	<input type="checkbox"/>	Associate in General Studies
Advisor _____							
Catalog year _____							
List of all Colleges you have attended _____							
Student's Signature _____			Date _____				
Advisor's Signature _____			Date _____				

Note: 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. Students must complete at least 15 credit hours at LCC to graduate.

Office Use only:	
GPA _____	Honors _____
<input type="checkbox"/>	Official College transcripts on file with the Registrar's Office.
<input type="checkbox"/>	Official High School transcripts on file with the Registrar's Office.