

Student ID: \_\_\_\_\_

Name \_\_\_\_\_

Last

First

Middle

Maiden



# NORTHEAST STATE

*We're here to get you there*

## APPLICATION FOR GRADUATION



### APPLICATION INSTRUCTIONS

1. Complete and submit this application, by the deadline date, to the Admissions and Records office.
2. Complete the Proficiency Exam (Northeast State's exit examination) and major field test(s), if required. There is no fee for the exams.
3. If you do not graduate in the anticipated semester, you must submit a new application prior to the graduation deadline published in the academic calendar.
4. Meet with your academic advisor to ensure degree and/or certificate requirements will be or have been met.

**For Graduation Application Deadlines please see the academic calendar**



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CAREER SERVICES INFORMATION FORM
(TO BE COMPLETED BY ALL GRADUATES)

First Name: Last Name:

Phone Number: E-mail:

Alternate Contact & Number (required):

Graduation Date: Major:

1. Are you presently employed? Yes No (Skip to question #4)

2. If yes, please give the following information:

A. Place of employment:

B. Starting Job Title:

C. Indicate your starting salary range:

- Below \$15,000 \$25,001-30,000 \$40,001-45,000
\$15,001-20,000 \$30,001-35,000 \$45,001-50,000
\$20,001-25,000 \$35,001-40,000 Above \$50,000

Current Job Title:

Indicate your current salary range:

- Below \$15,000 \$25,001-30,000 \$40,001-45,000
\$15,001-20,000 \$30,001-35,000 \$45,001-50,000
\$20,001-25,000 \$35,001-40,000 Above \$50,000

3. Is your job related to the education you received at Northeast State? Yes No

4. If you are not presently employed, please indicate all reasons which best describe your situation:

Pursing further education at:

- Medical condition
Family/Home Responsibilities
Military Service
Volunteer/Religious Services

- No jobs available in my field
Currently on lay-off status
Have not sought a job in my field
Other (please specify):

5. Are you interested in services by the Career Services Office? Yes No

Signature: Date:

The Tennessee Board of Regents is the nation's sixth largest higher education system, governing 46 post-secondary educational institutions. The TBR system includes six universities (including TTU), 13 two-year colleges and 27 technology centers, providing programs in 90 of Tennessee's 95 counties to more than 200,000 students.

Northeast State is committed to the education of a non-racially identifiable student body. The college does not discriminate on the basis of race, sex, color, religion, national origin, age, disability, or veteran status in the provision of educational opportunities or employment opportunities and benefits. The college complies with Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Inquiries concerning nondiscrimination policies and guidelines should be directed to the director of Human Resources.

Northeast State is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033 or call 404.679.4500 for questions about the accreditation of Northeast State.



NORTHEAST STATE

P. O. Box 246  
Blountville, Tennessee 37617-0246  
423.323.0253 or 1.800.836.7822 / Fax 423.323.0215

# APPLICATION FOR GRADUATION

## PERSONAL DATA:

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
(PRINT your name as you wish it to appear on your diploma)

## CONTACT INFORMATION:

Mailing Address: \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Street City State Zip Phone

E-mail Address: \_\_\_\_\_

(Please notify the Registrar of any changes in name, address, or telephone number.)

## CAP AND GOWN INFORMATION:

Height: \_\_\_\_\_ Weight: \_\_\_\_\_  Male  Female

(Your cap and gown will be ordered based on the information provided on this application.)

## DEGREE INFORMATION:

Indicate the semester, degree and/or certificate, and emphasis for which you intend to satisfy the requirements for graduation.

Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_ Catalog year \_\_\_\_\_  
Year Year Year

(Note: If you do not graduate in the anticipated semester, you must submit a new application prior to the graduation deadline published in the Academic Calendar for the semester in which you plan to graduate.)

\_\_\_\_ Associate of Arts with an emphasis in: \_\_\_\_\_

\_\_\_\_ Associate of Science with an emphasis in: \_\_\_\_\_

\_\_\_\_ Associate of Science in Teaching

\_\_\_\_ Associate of Applied Science with a concentration in: \_\_\_\_\_

\_\_\_\_ Certificate in: \_\_\_\_\_

Do you plan to participate in the commencement exercises in May?  Yes  No

If no, why? \_\_\_\_\_

I grant permission for Northeast State Community College to print my name, degree, major, and graduation honors in the commencement program and local newspapers.

I understand that if I have a non-release of directory information hold on my records at Northeast State my personal information will not be printed in any commencement-related publications.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Administrative Use Only - Do not write below

Admissions and Records Office

Missing Requirements

Course(s)

\_\_\_\_\_

Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Official Signatures

Comments \_\_\_\_\_

Approved  Denied Denial Reason \_\_\_\_\_

\_\_\_\_\_ **Academic Advisor** **Date**

Comments \_\_\_\_\_

Approved  Denied Denial Reason \_\_\_\_\_

\_\_\_\_\_ **Academic Dean** **Date**

Comments \_\_\_\_\_

Approved  Denied Denial Reason \_\_\_\_\_

\_\_\_\_\_ **Vice President** **Date**

Processed in Registrar's Office

Registrar's Signature: \_\_\_\_\_ Date: \_\_\_\_\_