

NAME _____

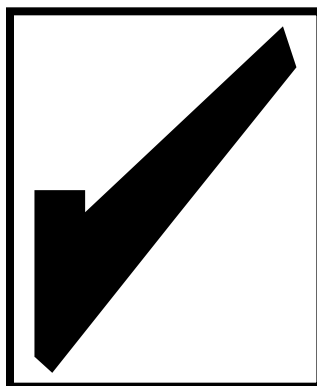
LBCC GRADUATION WORKSHEET 2007-2008 ID.NO _____

CERTIFICATE

EMPLOYMENT SKILLS TRAINING

C 5605

INSTRUCTIONS: Use this worksheet to track your progress toward graduation. You must be able to check off all the boxes on the checklist to receive this certificate. The college catalog and your advisor are two resources you can turn to if you need help. When you are nearing completion, meet with your advisor and have him or her sign this form. You should apply for graduation one term prior to the term you and your advisor determine you will have met the requirements for completion. **When you apply for graduation you must attach this form to your application. Your application is incomplete without this form signed by your advisor.**



Degree Evaluator

Date

FOR OFFICE USE ONLY

Credit Toward This Degree

Total Cr _____ LBCC Cr _____ GPA _____ Approved Denied

Registrar

Date

C 5605 SS

PROGRAM REQUIREMENTS

Advisor Instructions: This is the student's official record of their progress. The student must be present this form to the Admissions Office when they apply for graduation. Please address each requirement by checking off completed courses, indicating which courses the student plans to take, and clearly documenting substitutions or waivers.

PROGRAM REQUIREMENTS ARE APPROVED BY THE DEPARTMENT ADVISOR

Course Number	Course Description	Credits
General Education		
MTH 020	Basic Mathematics.....	4 <input type="checkbox"/>
RD 080	Developing Reading Skills.....	3 <input type="checkbox"/>
WR 090	The Write Course.....	4 <input type="checkbox"/>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Credits Needed: 12 - 44

General Education requirements are not included in the 12 - 44 needed credits.	Student _____	Required Signatures	Date
	Program Advisor _____		
	Case Manager _____		

(If working with a Social Services Agency)

Admissions & Records will perform a final evaluation to ensure all courses have been completed with appropriate grades before this certificate is awarded to the student. Requirements such as general education, total credits and grade point average must be approved by the Registrar.

PROGRAM ADVISOR
Pregraduation Approval Signature

 Program Advisor Signature Date