

# Randolph@Reading Application for Graduation

The purpose of the Application for Graduation is to ensure that you are prepared for your senior year upon returning from study abroad and to demonstrate concretely your ability to meet graduation requirements by the end of your final year.

Name \_\_\_\_\_ Grad Year \_\_\_\_\_

Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_

## Check one:

- Fall Semester Reading; Spring Semester Randolph
- Fall Semester Randolph; Spring Semester Reading
- Academic Year Reading

**Submit the following to the Office of International Programs by the date stated on your acceptance letter:**

1. **General Education Audit** – This is found on the Students tab on the Portal. Complete the audit online, print it out, sign, and secure your advisor’s signature.
2. **Declaration of Major/Minor Forms** – These can be found on the Students tab on the Portal. If completed within the current or most recent past semester, a copy of the submitted form is sufficient. Otherwise, declare or update the form, sign, and secure your advisor’s signature. Go to the Registrar’s Office if you need a copy of your declaration form.
3. **A copy of your Randolph@Reading Green Pre-registration Form.**
4. **This form**, which shows below the verification that you will have completed 124 semester hours.
5. Verification of 124 hours requirement:

Cumulative Hours completed as of last semester \_\_\_\_\_

Current Semester Hours attempting + \_\_\_\_\_

Total prior to study abroad = \_\_\_\_\_

Total Hours to be completed while abroad + \_\_\_\_\_

Total Hours = \_\_\_\_\_

**Total Hours required for graduation 124**

**The difference between these last two numbers  
are hours remaining after study abroad \_\_\_\_\_**