



Registrar's Office,
registrar@willamette.edu



PNCA Degree Completion Plan

Required for participation in the May 19, 2024 Pacific Northwest College of Art Commencement Ceremony

Name: _____	Student ID Number: _____
Email Address: _____	
<p>Upon successful completion of outstanding requirements, I wish to have my degree conferred on:</p> <p><input type="checkbox"/> August 31, 2024 (Official transcripts for transfer credit due in Registrar's Office by August 16, 2024)</p> <p><input type="checkbox"/> January 15, 2025 (Official transcripts for transfer credit due in Registrar's Office by January 3, 2025)</p> <p><input type="checkbox"/> May 18, 2025 (Official transcripts for transfer credit due in Registrar's Office by May 10, 2025)</p>	

Please review your current degree audit and list each remaining incomplete requirement below.
Note that PNCA students must be within 3 or fewer credits of completing their degree requirements to walk in the commencement ceremony. Students with more than 3 credits outstanding may petition to walk.

Outstanding Requirement 1:

Name of requirement: _____
<p>I will complete this requirement with:</p> <p><input type="checkbox"/> Willamette University Course Number: _____</p> <p><input type="checkbox"/> Transfer Credit (attached is a completed Transfer Credit Request form)</p> <p><input type="checkbox"/> Transfer Credit (I will submit a Transfer Credit Request form at a later date)</p>

Outstanding Requirement 2:

Name of requirement: _____
<p>I will complete this requirement with:</p> <p><input type="checkbox"/> Willamette University Course Number: _____</p> <p><input type="checkbox"/> Transfer Credit (please attach a completed Transfer Credit Request form)</p> <p><input type="checkbox"/> Transfer Credit (I will submit a Transfer Credit Request form at a later date)</p>

*Attach additional pages if necessary.

Student Signature: _____ Date: _____

Registrar's Office Use Only:

Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
By: _____ Date: _____
Copy of completed form emailed to student: <input type="checkbox"/> Date: _____