



## Colorado State University – Pueblo 3+2 Degree Conferral Contract



- Conferral contracts for fall and spring semesters are due no later than the fourth week of the graduating term. For the summer semesters, the contract is due no later than the third week of the first summer session. *Late contracts will be accepted in the Registrar's office up until one week after the end of graduation term. A \$25.00 late fee will be assessed.*
- This contract should be completed by the major/minor academic advisor(s), department chair(s), and the student after a thorough review of the student's transcripts and DARS audit has been completed. This contract should only be submitted after all petitions pertaining to the student's degree requirements have been filed, received, and processed by the Registrar's Office.
- Documentation of resolved deficiencies must be received in the Registrar's Office no later than the fourth week after the semester has ended.
- **All accounts with CSU-Pueblo must be settled before a diploma or official transcript will be issued.**



### DIPLOMA NAME & ADDRESS

\*\*\*Type exactly as it is to appear on diploma. Also list the address where you would like your diploma sent\*\*\*

FIRST

MIDDLE

LAST

PID: \_\_\_\_\_ Preferred Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_



### DEGREE INTENT

Official Catalog Year Listed in AIS: \_\_\_\_\_

Planned semester and year for graduation: ☐ Spring \_\_\_\_\_ ☐ Summer \_\_\_\_\_ ☐ Fall \_\_\_\_\_

Undergraduate Degree Intent: ☐ BA ☐ BFA ☐ BS ☐ BSBA ☐ BSCET ☐ BSE ☐ BSIE ☐ BSN ☐ BSW

1st Major: \_\_\_\_\_

Emphasis: \_\_\_\_\_

2nd Major: \_\_\_\_\_

Emphasis: \_\_\_\_\_

Minors (If Applicable): \_\_\_\_\_

Graduate Degree Intent: ☐ MA ☐ MBA ☐ M.Ed. ☐ MS

Major Area of Study: \_\_\_\_\_

Emphasis: \_\_\_\_\_

For Registrar's Office Use Only – Date Contract Entered into AIS: \_\_\_\_\_ Entered By: \_\_\_\_\_

## POTENTIAL DEGREE REQUIREMENT DEFICIENCIES

List all CSU-Pueblo courses that must be completed, including any transfer courses that will be applied to meet graduation requirements.

**PLEASE NOTE: 3+2 degrees will only be conferred once your Graduate Director officially notifies the Registrar's Office in writing, via the Graduate Clearance Form, that all requirements are complete.**

Courses to be Completed for Major	Course Credit Hours	Required Minimum Grade
Courses to be Completed for Minor		
Total Credit Hours Outlined for Graduation		

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## REQUIRED SIGNATURES

Major Advisor (Type Name and Date) \_\_\_\_\_

Minor Advisor (Type Name and Date) \_\_\_\_\_

2<sup>nd</sup> Major Advisor (Type Name and Date) \_\_\_\_\_

2<sup>nd</sup> Minor Advisor (Type Name and Date) \_\_\_\_\_

Graduate Director (Type Name and Date) \_\_\_\_\_

Department Chair or Dean (Print, Sign, and Date) \_\_\_\_\_

I understand that if all institutional requirements and major/minor requirements are NOT completed my degree(s) will NOT be conferred. I also understand that if my degree(s) are not conferred within the semester listed on the first page of this contract, I will be required to submit a new contract for my updated intended graduation term.

I, as a student of Colorado State University – Pueblo, understand it is ultimately my responsibility for understanding and following the academic policies and requirements for the degree as outlined in the official publication of the University Catalog.

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Student's Typed Name (for approval)

Date