



MOREHOUSE COLLEGE

Office of Records & Registration - 830 Westview Drive SW, Atlanta, Georgia 30314 Phone: (404) 681-6504 email: records@morehouse.edu

GRADUATION ADMINISTRATIVE CLEARANCE FORM

All graduating Seniors must route this form to the administrative departments listed below. Completed forms should be returned to the Office of Records & Registration for final graduation clearance. Incomplete forms will not be accepted.

MCID# _____
(Morehouse College ID# - NO SSN#'s)

Student's Name: _____

Email Address: _____

Phone Number: _____ Alternate Phone Number: _____

Local Street Address _____ City/State/Zip _____

Home Street Address _____ City/State/Zip _____

Expected Graduation: December/Fall Yr. _____ May/Spring Yr. _____ July/Summer Yr. _____

Major: _____ Minor: _____ Concentration: _____

Student's Signature: _____ Date: _____

ADMINISTRATIVE DEPARTMENT	CLEARANCE SIGNATURE	PRINTED NAME	DATE
Director of Student Conduct (Kilgore 200)			
Librarian - Woodruff Library			
Financial Aid Department (Gloster Hall 104)			
National Direct Student Loan Officer (Gloster Hall 204)			
Cashier's Office (Gloster Hall 200)			
Alumni Affairs (Gloster Hall 305)			
Divisional Dean, Business & Economics (Majors only) (Leadership Building – Dr. Cheryl Allen)			
Career Placement Officer (Business Majors) (Leadership Building – Room 222)			
Career Placement Officer (Non-Business Majors) (Counseling Center Annex)			
Office of Records & Registration (Gloster Hall 106)			

For Office Use Only:
Date of Receipt: _____

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