

# Augustana College

## FOUR-YEAR (12 TERMS) GRADUATION AGREEMENT

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Print student name

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Student ID #

By signing below, I agree to participate in the Four-Year Graduation Agreement. Augustana College will ensure that graduation in the allotted time span will not be delayed due to the unavailability of required courses, with the understanding that I will have many courses to choose from to fulfill the requirements of the Liberal Arts Core Curriculum. I understand I may cancel this agreement with the college without penalty for doing so.

I agree to satisfy the following terms:

1. Enter the college as a first-year student in fall term.
2. Prepare my course selection plan with the advice of my Orientation & Registration advisor or first-year advisor prior to each term of my first year. In order to complete a major that requires coursework beginning in my first term, I understand I need to complete the courses and/or sequence of first-year required courses for my major. (Please consult the major advising sheet provided to all students at Orientation & Registration, which is also available in the Advising Office, First Floor CORE Suite, Olin.)
3. Declare my major and submit the Four-Year Graduation Agreement by the end of the fifth week of spring term of my first year.\* Continue to work with my major advisor after my first year. If I change majors, I understand it is possible I might not be able to graduate in the same time frame. (This is most likely to be the case when such changes happen after a student's second full year of enrollment). I understand the Four-Year Graduation Agreement applies to a single major only. I may choose to declare multiple majors and minors, but I must choose a single major to which the Four-Year Graduation Agreement applies. Completing courses required for the major listed on this form takes priority over courses required for other declared majors and/or minors.
4. Earn credit for all courses in the first-year sequence in the first year.
5. Earn credit for the 200-level Christian Traditions course by the end of my sixth term.
6. Monitor my own progress and seek advice from my advisor a minimum of one time each term, so I stay on track toward graduation in four years. Meetings with my advisor prior to registration each term must be documented.
7. Register within two days of my assigned time each term. Enroll in available courses needed for my program of study, recognizing I might have to take a course that does not meet at my preferred time or with my preferred professor.
8. Successfully complete 30-33 semester hours of credits each year for four years,<sup>#</sup> as required by my major and college degree requirements, and maintain normal progress towards my degree.

9. Maintain good academic standing as determined by my major and the college.
10. Notify my advisor if I am unable to register for a required course, and complete and submit the requisite “Unavailability of Course Accommodation” form (available in the Office of the Registrar, Founders Hall) to my advisor and the registrar by the end of week 9 of the registration period before the term in which I must enroll for the course(s) in question. I understand I will not be accommodated if my reason for being unable to take a required course is that it does not meet at my preferred time or with my preferred professor.
11. Apply for graduation by the published deadline.
12. Complete the annual applications for all necessary financial assistance in a timely manner.
13. Pay all fees to the college by the deadline on the statement.

Upon complying with all of the above conditions, if I am unable to graduate due to the unavailability of a required course (or courses), the college will choose one of the following:

- A. Allow me to graduate in four years by substituting a different course (or courses) if permissible, or
- B. Allow me to graduate in four years by giving me priority registration for the next appropriate term, or
- C. If I am unable to graduate after completing 12 academic terms and complying with all terms of this agreement, and my inability to graduate is due solely to the unavailability of required coursework, then the college will pay the tuition for any additional required courses.

I understand college resources such as access to an academic advisor, the online program evaluation and my transcripts are provided to me as planning aids and the responsibility for meeting the degree requirements successfully rests with me. I understand the college will not assist in accumulation of additional credits to accelerate my graduation to take place in fewer than 12 terms.

By submitting the agreement form with my signature, I agree to the Four-Year Graduation Agreement as described above.

Student’s signature	Date
Student’s major	Associate Dean’s signature and date

**Please return this form to the Office of the Registrar, Founders Hall.**

\*Students must choose an intended major under which they can earn a four-year degree. Undecided students, those who wish to participate in the 150-hour accounting certificate program beyond four years and those participating in the coordinated-degree programs are not eligible for this agreement.  
 # Education students should make use of the 36 credits allowed annually in those programs.  
 L. Fowler 2-15-13, Updated K. Douglas 3-18-14, Updated K. Douglas 3-4-15