**Division II Degree-Completion Award Program**

**Academic Information Form**

**To be completed by the academic advisor or department chair responsible for the applicant’s academic program where the degree will be completed. All applications and forms MUST BE SUBMITTED INTO THE NCAA PROGRAM HUB**.

NAME OF APPLICANT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Degree program:

Major Minor

Is the minor a requirement of the degree? Yes  No

This institution is on a: Quarter schedule  Semester schedule

Hours required for the first undergraduate degree:

Expected graduation date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Courses needed for graduation. ***(DO NOT INCLUDE CURRENT HOURS)***

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Summer 2024 (and other short terms)** | | **Fall 2024** | | **Winter 2025**  **(quarter schools only)** | | **Spring 2025** | |
| **Course** | **Hours** | **Course** | **Hours** | **Course** | **Hours** | **Course** | **Hours** |
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Is the student pursuing a double major? Yes  No

If yes, were the other majors declared prior to the eighth semester? Yes  No

Is the applicant eligible to enroll in these courses? Yes  No

If no, please explain.

Will this sequence of courses be available during the terms requested? Yes  No

Will this sequence of courses complete the degree requirements of the applicant? Yes  No

Cumulative GPA to this date (4.00 awards scale):

What GPA is required for a degree in this major?

Signature Advisor or Department Chair Title Date

(My signature certifies that the above information will complete all degree requirements for this student-athlete.)

Name Phone number E-mail address

**NOTE**: Applications must include the transcript from the student-athlete’s current Division II institution where the student-athlete exhausted or will exhaust his or her athletics eligibility. Please upload the most current transcript. Copies of transcript(s) from previously attended institutions on file with the student-athlete's current Division II institution are acceptable for submission. Please upload all transcript(s).

**ENDORSEMENT**

For the application to be considered complete, an endorsement letter from a faculty member within the applicant’s major must be submitted by the February 15 deadline. The student should be allowed to designate that person who he/she would like to have complete the endorsement.

The endorsement should be written within the space allowed below (between 150-300 words) and provide the committee with the following information, including: (l) Your relationship to the student; (2) A few of the student’s positive personal qualities with specific examples; and (3) A statement of recommendation that would expound on your experience with the student related to his/her character and integrity. Contact information must be provided should follow up be needed.

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Printed Name of Endorser: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_