

**Graduation Completion
Request to Transfer Back Credit**

Students are required to complete a minimum of 15 credit hours from North Central Missouri College to fulfill degree requirements. Students who plan to transfer credit back to NCMC to complete degree requirements must complete this form and return to the Registrar along with a completed Application for Graduation.

Student Information:

Name: _____ SSN: _____

Address: _____
Street Address City State Zip

Phone: _____ Degree: _____

College Information:

Transferring College: _____

Address: _____

Courses to be transferred back:

Course Number	Course Title
_____	_____
_____	_____
_____	_____
_____	_____

I understand that:

1. Transfer back must be complete within one year of my last semester of attendance at NCMC.
2. All other graduation requirements, including exit testing and minimum cumulative grade point average, must be met at North Central Missouri College.

Student Signature

Date

North Central Missouri College's consumer information is available for your review at <http://www.ncmissouri.edu/consumerinfo/>. Paper copies of consumer information are available upon request to the Dean of Student Affairs at (660) 359-3948.

Office Use:
Received: _____

Letter Sent: _____

R 7/17/17