Contract for Students in Dual-Degree Affiliate Programs
File with Registrar by 8th Week of Final Term at North Central College

Student's name_____ NCC Student ID_____

Dual-Degree Program (check one)
_____ Engineering   _____ Clinical Laboratory Sciences   _____ Nursing

Affiliate School Name:_____
City & State: _____
Start date in affiliate program (mo/yr): _____
Anticipated NCC graduate date (mo/yr): _____

A. **The following requirements must be met prior to leaving NCC to attend the affiliate school**
_____1. Declare NCC major(s)
_____2. Complete NCC general education coursework
_____3. Complete 90 credit hours with a cumulative grade point average of at least 2.000 and a grade point average of at least 2.000 in each NCC major and minor and cumulatively
_____4. Provide the Registrar's Office and your advisor with a telephone number and address where you can be reached until graduation from NCC.

B. **The following requirements must be met while you are at the Affiliate school and prior to NCC graduation**
_____1. Begin taking classes at the Affiliate school immediately following your final term at NCC. (No "stopping out")
_____2. Provide the NCC Registrar's Office and your NCC advisor with your email address.
_____3. Submit NCC Graduation Application to the NCC Registrar's Office
_____4. Submit NCC Commencement Participation Form to the NCC Registrar's Office.
_____5. Arrange to have official copies of your affiliate school transcript sent to the NCC Registrar's Office at the end of each term/quarter/semester. The final transcript prior to NCC graduation must be received by NCC by the following deadlines:

NCC Graduation date	Deadline for receipt of final transcript
September 1	August 15
December 1	Tuesday following Thanksgiving
April 1	March 15
June commencement	Wendesday preceding June commencement

Note: If the affiliate school is unable to provide a final transcript by the date indicated, the NCC Registrar will accept verification of final term grades from the Registrar at tha affiliate school on their letterhead stationery by the date indicated. This must be followed up with an official transcript as soon as possible!

_____6. Complete at least 30 credit hours at the affiliate school and complete all NCC graduation requirements within two calendar years. Coursework at the affiliate school must be pre-approved by the NCC Dual Degree advisor for your program.

I understand that I am subject to the rules which apply to my particular Dual-Degree program and the rules set forth in the North Central College catalog. I agree to abide by and fulfill all of the requirements stated above

Student's signature_____ date_____
Dual-Degree coordinator's signature_____ date_____
Advisor's signature_____ date_____
Registrar's signature_____ date_____