

FREQUENTLY ASKED QUESTIONS ABOUT GRADUATION

GRADUATION APPLICATION - NOW WHAT HAPPENS?

1. Enclosed is your degree audit; read it thoroughly.
 - A. For questions about your degree audit, contact Rhonda Kern at 763.433.1362 or Rhonda.Kern@anokaramsey.edu.
 - B. For questions about degree requirements or course selection, contact student services:
Cambridge: 763.433.1830 Coon Rapids: 763.433.1230
2. After the end of the term you plan to graduate:
 - A. Allow ten days to finalize grades.
 - B. Final balancing of graduates is processed alphabetically from A - Z.
 1. If you have met your requirements, you will be mailed a "Congratulations" letter and an unofficial copy of your transcript.
 2. If you have not met your requirements, one of two things will happen:
 - a. If you are registered for the next term, your application will be moved to that term. If you are unsure of your requirements, see an advisor or print your degree audit online. See directions below.
 - b. If you are not registered for an upcoming term, it is your responsibility to notify the Records Office when you intend to graduate. This information will only be kept for one year. If you do not complete your requirements in one year, you will need to reapply. 3. Diplomas are ordered after all applicants for the term have been evaluated. Diplomas will be mailed to the address on file within 6-8 weeks.

PRINT YOUR DEGREE AUDIT

1. Visit www.AnokaRamsey.edu
2. Click on [Register/Pay/Financial Aid Online](#)
3. Read the information and click on ["I agree to all registration/payment terms above. I am ready to register and/or pay!"](#)
4. Enter your 8-digit student ID and 6-digit PIN and click on Login Now
5. Click on [Grades and Transcripts](#)
6. Click on [Interactive Degree Audit Report](#)

If you do not get a degree audit, contact the Records Office and confirm/update your declared major.

COMMENCEMENT CEREMONY

1. When and Where: Anoka-Ramsey Community College holds a commencement ceremony on each campus the last day of Spring Semester. The Cambridge Campus ceremony is held late in the afternoon, and the Coon Rapids ceremony is held in the early evening. If you have not received information regarding the ceremony by the end of March, contact:
 - A. Cambridge: Jill Snippen at 763.433.1814 or Jill.Snippen@anokaramsey.edu
 - B. Coon Rapids: Ravae Anderson at 763.433.1398 or Ravae.Anderson@anokaramsey.eduIf you are participating in the ceremony, you will receive another letter mid-April about the ceremony procedures.
2. Diploma Covers: Covers will be given out at the commencement ceremony. If you would like a cover and do not intend to participate in the ceremony, contact Charlotte Lindahl on the Cambridge Campus or Rhonda Kern on the Coon Rapids Campus.

NURSING STUDENT'S PINNING CEREMONY

A pinning ceremony is held in the Fall for the Cambridge nursing graduates and in the Spring and Fall for the Coon Rapids nursing graduates. Information regarding this special ceremony for nursing students can be found in the nursing lab, the nursing student newsletter, and in your class lectures.

ADDRESS CHANGES

Please verify your address information online and update it if necessary. If you have problems accessing your records, contact the Records Office at 763.433.1400

GRAD FOLLOW-UP SURVEY

Each year, Anoka-Ramsey Community College conducts a follow-up survey of all students after they graduate. Your responses will provide useful information about the employment and educational status of recent graduates that can be shared with current and prospective students and that will help the college with program evaluation. The ARCC Institutional Research Office will send information about the survey in the months following graduation, so please watch for this communication and take a few moments to complete the survey. Thank you in advance for your assistance!

CONTACTS

Person/Office	Phone	E-Mail	Contact for
Student Services: Cambridge Coon Rapids	763.433.1830 763.433.1230	cc-advising@anokaramsey.edu cr-advising@anokaramsey.edu	<ul style="list-style-type: none">• Degree requirements• Course selection• Future planning
Records Office: Cambridge & Coon Rapids	763.433.1400	Requests need to be done in writing and signed by the student; see mailing addresses below	<ul style="list-style-type: none">• Name changes for all students
Linda Coleman	763.433.1867	Linda.Coleman@anokaramsey.edu	<ul style="list-style-type: none">• Nursing Graduates Only
Rhonda Kern	763.433.1362	Rhonda.Kern@anokaramsey.edu	<ul style="list-style-type: none">• Degree audit questions for all graduates (except nursing)• Coon Rapids Diploma Cover
Sheri Christensen	763.433.1404	Sheri.Christensen@anokaramsey.edu	<ul style="list-style-type: none">• AA Degree audit questions for Coon Rapids' graduates• Coon Rapids Diploma Cover
Jill Snippen	763.433.1228	Jill.Snippen@anokaramsey.edu	<ul style="list-style-type: none">• Cambridge Commencement Ceremony• Cambridge Diploma Cover
Ravae Anderson	763.433.1398	Ravae.Anderson@anokaramsey.edu	<ul style="list-style-type: none">• Coon Rapids Commencement Ceremony

Cambridge Campus - Records Office
300 Spirit River Dr S
Cambridge, MN 55008-5704

Coon Rapids Campus-Records Office
11200 Mississippi Blvd NW
Coon Rapids, MN 55433-3470

www.anokaramsey.edu

763.433.1400