

EDUCATION DEPARTMENT
INTENT TO COMPLETE MAE DEGREE PROGRAM

Students must declare their intent to complete the MAE degree by completing this form and submitting it to the MAE Program Director. This form should be submitted before the student registers for a Master's in Leadership elective course. Submission of this form starts a seven-year time period within which to complete the degree. This form must be submitted no later than one year following the completion of student teaching.

Name _____ Student ID _____

Address _____ City _____ State _____ Zip _____

Email _____

Please check one: _____ seeking licensure and degree
 _____ seeking degree only

I. Please list graduate-level education licensure courses already completed at Augsburg, and grades achieved.*

II. Please list any graduate-level education courses taken elsewhere that you are seeking to transfer into the program. Please attach a transcript showing the course grade and a catalog course description for each course to be transferred.**

III. Please list graduate-level education licensure courses still to be taken at Augsburg. Please note that a minimum of 2.0 graduate level licensure courses and 3.0 graduate degree completion courses must be take at Augsburg College.

GRADUATE PROGRAM DIRECTOR'S DECISION:

_____ is accepted into MAE degree program.
(student name)

Courses taken at Augsburg accepted into degree program:

Courses taken elsewhere accepted into degree program:

_____ is not accepted into MAE degree program.
(student name)

Please state reasons:

(MAE Program Director signature)

(date)