

**Graduate School of Liberal Studies  
Statement of Intent to Graduate & Degree Completion Form**

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- **Return (1) Intent to Graduate and (2) Degree Completion Form by November 1.**

INSTRUCTIONS: Please type or print the following information as you wish it to appear in the commencement program. Your full legal name, as it is listed in Hamline’s database, is the name that will appear on your diploma and the commencement program. Contact the GLS Office if you have any name-related concerns.

DATE: \_\_\_\_\_ DEGREE SOUGHT: \_\_\_\_\_

**STUDENT INFORMATION:**

Name: \_\_\_\_\_  
*First Middle Last*  
ID: \_\_\_\_\_ Email: \_\_\_\_\_

**CAPSTONE TITLE:** *(Contact GLS if you make any changes to your Capstone title after this point.)*

\_\_\_\_\_  
\_\_\_\_\_

**PREVIOUS DEGREES:**

For the commencement program, please provide information on other previous degrees. (We are unable to print any information on associate degrees or certificates in the commencement program.)

Degree \_\_\_\_\_ Year earned \_\_\_\_\_ Institution \_\_\_\_\_  
Degree \_\_\_\_\_ Year earned \_\_\_\_\_ Institution \_\_\_\_\_

**I hereby declare my intention to complete all degree requirements for the graduate degree indicated above in time to graduate in (month) \_\_\_\_\_ and (year) \_\_\_\_\_.**

\_\_\_\_\_  
*Student’s Signature Date*

\_\_\_\_\_  
*Administrative Advisor Signature Date*

Return to Graduate School of Liberal Studies, MS A-1730, Hamline University, 1536 Hewitt Ave., Saint Paul, MN 55104. Fax: 651/523-2490. **This information is due by November 1.**

**GLS / Master of Fine Arts in Writing (MFA)**  
 Degree Completion Form (*submit with Intent to Graduate*)

Name \_\_\_\_\_ Hamline ID \_\_\_\_\_

Committee Members (*print names*): 1- Primary Advisor: \_\_\_\_\_

2- Administrative Advisor: \_\_\_\_\_ 3- Outside Reader (*optional*) \_\_\_\_\_

**DEGREE REQUIREMENTS:**

**Core Seminar**

_____	GLS 8001	MFA Core Seminar / _____ 4 credits
<i>(term completed)</i>	<i>(course number)</i>	<i>(course title and number of credits)</i>

**Elective Courses** (12 credits total)

Required: 1 Multidisciplinary Seminar (4 credits)

_____	# _____	_____
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Required: Electives (8 credits) *If 2 credit classes, okay to write on same line..*

_____	# _____	_____
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_____	# _____	_____
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**Writing Courses** (24 credits total)

Required: Groundings in the Craft (4 credits)

_____	# _____	_____
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Required: Advanced Writing class (4 credits)

_____	# _____	_____
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Required: Writing Courses (16 credits) *These may be 2 credit classes.*

_____	# _____	_____
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**Capstone**

_____	GLS 8491	Thesis 1 / 4 Credits
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_____	GLS 8492	Thesis 2 / 4 Credits
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**48 credits needed to graduate.**