



MILES COLLEGE

P.O. BOX 39800
BIRMINGHAM, ALABAMA 35208
(205) 929-1422

Office of Academic Records/Registrar

November 1, 2016

Dear Prospective Graduate:

Congratulations! Graduation marks the end of one journey and the beginning of another.

The Office of Academic Records recently received your Application for Graduation (blue form) and is evaluating it for final processing. You are expected to successfully fulfill the courses that are outlined on the back for either May or June. We are paralleling your degree plan with your completion date. Should there be any noted deficiencies that affect your completion date, we will contact you accordingly. If changes are made to your intended enrolled courses or personal information, please notify us immediately.

Pre-registration for Spring 2016 begins November 1. It is imperative that you register for all courses necessary to fulfill your requirements. Contact your advisor or division chair if you have questions regarding course offerings.

Early during the spring semester you will receive more detail information from the Senior Advisors Committee regarding graduation preparation and activities.

If you have questions regarding this process, please send an email to acare@miles.edu or call 205.929.1422. You may return the forms via mail or drop off in the office.

Sincerely,

Joyce Dugan Wood

Joyce Dugan Wood
College Registrar

Enclosures