Brooklyn College *of the City University of New York*

Graduate Matriculation Promotion Form for G1 (Non-Matric) Code
Do not use this form if student is coded G0 (Non-Degree/Non-Matric), G5 (Provisional/Non-Matric) or G7 (Accepted with Conditions/Matric).

Instructions for Graduate Faculty

Non-matriculated status is essentially probational. Students accepted into your department with non-matriculated status are eligible to be reviewed for matriculated status after every semester. Please review the transcript and your records for the non-matriculated student accepted into your program to determine if he/she is eligible for matriculated status for the next semester.

- Review transcript provided by the Dean's/Registrar's Office.
- Determine if the student merits matriculation.
- Complete this form and include appropriate Deputy signatures.
- Send completed form to the Registrar's Office. The Registrar's Office will update the student's records according to the instructions on this form. Students will be notified with a copy of this form.
- Retain a copy of this form for your records.

Graduate Student Information

Social Security Number _____ --- _____ --- _____ GPA:_____

Last Name _____

First Name _____ Middle Name _____

Program _____ Program Code _____

O   **APPROVE FOR MATRICULATED STATUS**

Student has completed entrance requirements set by the Department: O YES   O NO

Took LAST (School of Education only):   O YES   O NO

Degrees Earned (University, Date Earned): _____

O   **NOT ELIGIBLE FOR MATRICULATED STATUS AT THIS TIME**

COMMENTS: _____

_____

_____

_____   _____
Graduate Deputy Signature   Date

_____   _____
Graduate Secondary Education Deputy Signature   Date

PLEASE SUBMIT A COPY OF THIS FORM TO THE REGISTRAR'S OFFICE (ROOM 0100 BOYLAN HALL) IN ORDER TO HAVE STUDENT'S RECORDS UPDATED.