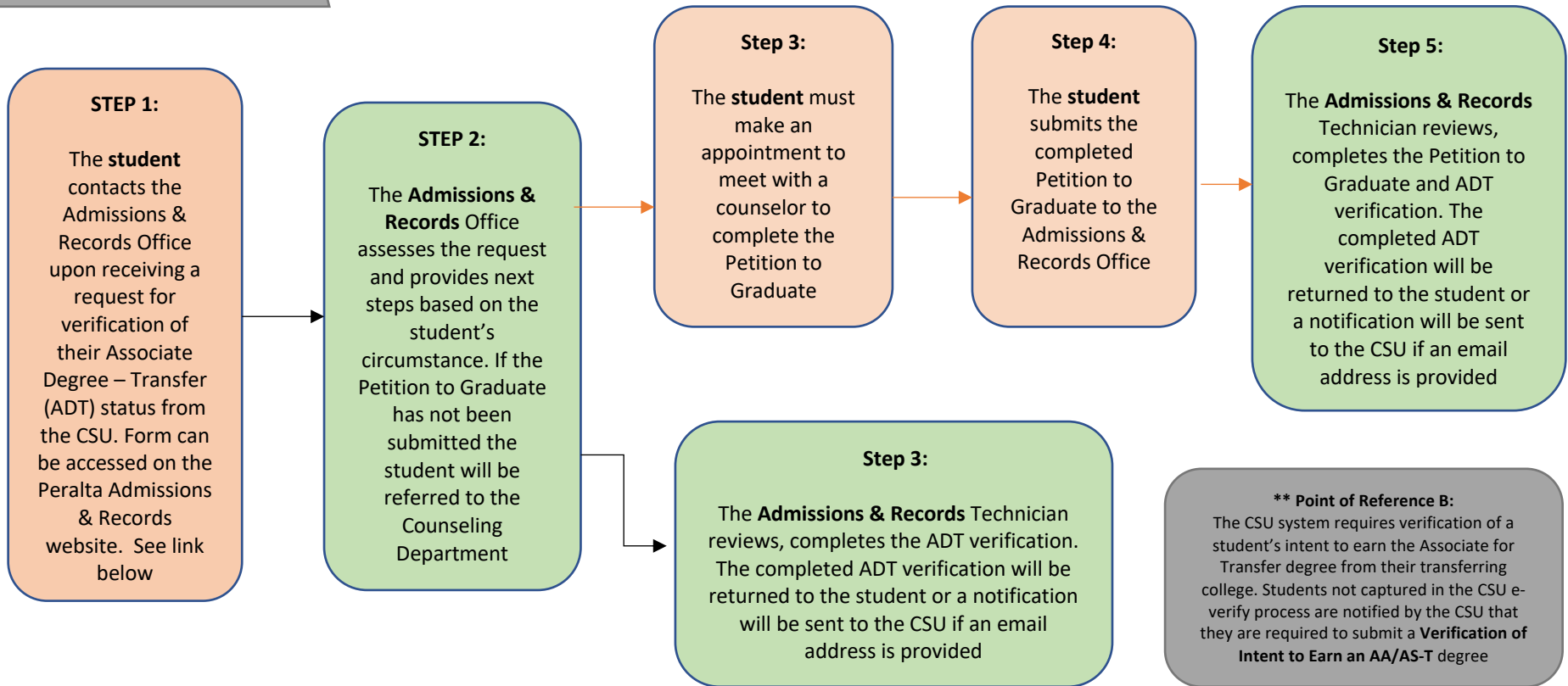# VERIFICATION OF INTENT TO EARN ASSOCIATE OF ARTS/SCIENCE DEGREE-TRANSFER DIAGRAM

** Point of Reference A:
There are two pathways to completing the ADT form. The black arrows denote a seamless completion. The orange arrows add two additional steps to the process

STEP 1:

The **student** contacts the Admissions & Records Office upon receiving a request for verification of their Associate Degree – Transfer (ADT) status from the CSU. Form can be accessed on the Peralta Admissions & Records website. See link below

STEP 2:

The **Admissions & Records** Office assesses the request and provides next steps based on the student's circumstance. If the Petition to Graduate has not been submitted the student will be referred to the Counseling Department

Step 3:

The **student** must make an appointment to meet with a counselor to complete the Petition to Graduate

Step 4:

The **student** submits the completed Petition to Graduate to the Admissions & Records Office

Step 5:

The **Admissions & Records** Technician reviews, completes the Petition to Graduate and ADT verification. The completed ADT verification will be returned to the student or a notification will be sent to the CSU if an email address is provided

Step 3:

The **Admissions & Records** Technician reviews, completes the ADT verification. The completed ADT verification will be returned to the student or a notification will be sent to the CSU if an email address is provided

** Point of Reference B:
The CSU system requires verification of a student's intent to earn the Associate for Transfer degree from their transferring college. Students not captured in the CSU e-verify process are notified by the CSU that they are required to submit a **Verification of Intent to Earn an AA/AS-T** degree

The Verification of Intent to Earn Associate of Arts/Science Degree-Transfer is available on the Peralta Admissions & Records website
https://web.peralta.edu/admissions/file/2017/09/AAT-AST_Verification_Form-Merritt-College.pdf