

## **MEMORANDUM**

**To:** Kurt Adison, School of Graduate Studies

From: Beverly Pickup, GPC

**Re:** [Student Name + A number]

**Date:** [ Date ]

This is to notify you that [student name] has completed all departmental requirements for the Plan C program and should be cleared for graduation.

2810 Old Main Hill Logan, UT 84322-2810 Phone (435) 797-1460 Fax: (435) 797-1448 http://www.usu.edu/psychology