Application for Graduation

- Meet with an advisor to discuss your eligibility for graduation.
- One Application for Graduation must be submitted for each degree/certificate you wish to receive. The College reserves the right to determine the appropriateness of awarding additional degrees in order to maintain the academic integrity of the College.
- The College will hold one commencement ceremony in May of each year. All students who complete a certificate program or an associate degree program will be eligible to attend the May ceremony.
- Transcripts from other colleges must be on file in the Office of Admissions and Records as early as possible. Your eligibility for graduation may depend upon transfer credit from another college. It is your responsibility to make sure transcripts are on file.
- **Complete and sign this Application for Graduation and submit it to the Office of Admissions and Records by the following deadlines:**

Degree/Certificate Requirements completed	**Apply for Graduation by:**
Summer Term	**April 1**
Fall Term	**July 1**
Spring Term	**October 1**

NOTE: Name will appear on your degree/certificate EXACTLY as you enter it here. PLEASE PRINT CLEARLY. Use upper and lower case letters to ensure proper capitalization.

1. Name _____
   First **Middle** **Last**
2. Address _____

   _____
3. Student ID_____ Phone: Home_____ Work: _____

* Germanna Student Email Address: _____

4. I will complete degree requirements: Summer Term Fall Term Spring Term Year_____
   (Circle One)
5. I am requesting graduation in the (TITLE OF CURRICULUM/**MAJOR**) _____

   Associate Degree Certificate Career Studies Certificate Catalog Year_____
   (Circle One)
6. I am currently at another college and will transfer credits to Germanna Community College to help meet graduation requirements:
   Name of College_____

   I plan to transfer credits from another college and will have the transcript sent to Germanna Community College:
   Name of College_____
7. Please indicate where you would like to pick up your degree/certificate: Locust Grove Campus Fred'burg Area Campus
   (Circle One)

   ****Degree/Certificate will not be mailed; it must be picked up in person**
8. I have a disability which will require special consideration when planning the ceremony. I will need the following accommodation(s) to participate in the ceremony (if you have specific questions regarding the ceremony, please contact the Office of Admissions and Records):

   _____
9. I authorize release of my name and address to appropriate vendors or recruiters – for example, photography services and local newspapers connected with the graduation ceremony (The College will exercise caution in determining appropriateness of interested vendors or recruiters)
   Yes No If left un-circled, authorization is presumed.
   (Circle One)

_____ _____

Student Signature **Date**

******PLEASE RETURN THIS FORM TO THE OFFICE OF ADMISSIONS & RECORDS ******