Graduation Planning Sheet

Last Name: First Name: S #:

**Graduation Term (check one)**: Fall  Spring  Summer  Year: 20 Catalog Year

***Are all transfer and/or prior learning credits posted to the student’s record?*** Yes  No  N/A

**Check all student is receiving**: Certificate  Description

Degree: BAS  AA  AS  AGS  AAS  Description

**Is student a member of PHI THETA KAPPA?** Yes  No  Year Inducted: Member ID/School:

Applications must be received by the Records Department by the deadline date for the requested graduation semester. **Late application will be automatically processed for the next semester.**

| **Graduation Semester** | **Application Due Date** |
| --- | --- |
| Summer 2018 | June 8, 2018 |
| Fall 2018 | September 14, 2018 |
| Spring 2019 | February 8, 2019 |

**Please PRINT the student’s legal name as it should appear on the diploma.**

First Name: Middle Name: Last Name:

Address where student’s diploma should be mailed: Check here if this is an address change for all student’s records

Street Address: City: State: Zip

Identify courses in progress. Courses identified should only relate to completion of degree

Course Number: Course Title: Term: Grade:   
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* Graduation is dependent upon satisfying all academic requirements as stated in the PCC Catalog.
* All PCC financial obligations must be met before Diploma or Transcripts are issued.
* Students with loans MUST complete exit loan counseling with the Financial Aid Office. (Student Initials)

**Dean’s signature indicates ALL substitutions, waivers, and modifications are approved.**

Student Signature: Date:

Advisor Signature: Date:

Department Chair Signature: Date:

Dean Signature: Date:

**ADMISSIONS & RECORDS – FOR OFFICIAL USE ONLY**

SCANNED SHADEGR PRE-CLEAR  DEGREE CHECK

SPAIDEN SHADIPL FALL GPA HONORS Degree Awarded:

SFAREGS CAMPUS FINAL GPA HONORS Discrepancies: