Application for Graduation

5900 S. Santa Fe Drive, Littleton, CO 80160 Cashier's Office Fax: 303-797-5973

Student Information: Please fill this form out completely in legible print and submit to the Cashier's Office with payment. Incomplete applications will not be processed, and will be returned to the student.

Please print your FULL LEGAL name exactly as you wish it to appear on your diploma; *it must match your name in our records*.

First Name _____ Middle Name / Initial _____ Last Name _____ Student ID *(S#, Not SSN)* _____

Email Address _____ Contact Phone Number ___ - ___ - ____ ❒ Home ❒ Work ❒ Mobile

Mailing Address _____ City _____ State _____ Zip _____

❒ *Check here if this is a new address that should be updated in our records.*

Graduation Information: Complete a separate application for each degree or certificate.
The application for graduation must be filled out completely and submitted with payment to the Cashier's Office by the appropriate deadline date (PER APPLICATION-non-refundable: APPLICATION CHARGE IS $25; *LATE CHARGE- ADDITIONAL $20). Students applying for multiple credentials in any given term will be charged for a maximum of three (3) credentials.

Graduation, which is degree conferral, occurs when a student has completed all requirements for the credential. Degrees and certificates are conferred at the end of each semester (Summer, Fall, and Spring). For Degree and Certificate requirement purposes, you may select any college catalog in effect while you have been enrolled at ACC, providing the catalog contains your complete course of study; however:

- you may not combine catalogs,
- no catalog more than six (6) academic yrs old at the time of graduation will be accepted as a source for graduation requirements,
- If you interrupted continuous enrollment for one year (365 days) or more from the last date of attendance, you may select only those catalogs in effect after being readmitted.

❒ Catalog Year you are following to meet degree requirements: 20___ / 20___ *(Example: 2005 / 2006)*

❒ Associate of Arts Degree
❒ Associate of General Studies Degree
❒ Associate of Science Degree
❒ Certificate in_____
❒ Associate of Arts, Emphasis** in: ❒Business ❒Elementary Ed ❒Music
❒ Associate of General Studies, Emphasis** in: ❒Engineering
❒ Associate of Applied Science Degree in_____

***Emphasis area of AA and/or AGS will not be listed on the student's transcript of diploma.*

I am applying for graduation for the ❒ Summer *(August)* ❒ Fall *(December)* ❒ Spring *(May)* semester, 20____.

Commencement Ceremony Information: *Commencement* is the ceremony held each year in May celebrating graduation.

❒ *Yes*, I intend to participate in the Commencement Ceremony. ❒ *No*, I do not intend to participate in the Commencement Ceremony.

Only those students who indicate that they will be participating in the ceremony will receive future mailings / information about the ceremony.

By signing this form, I agree that any photographs taken of me by College personnel at the Commencement ceremony may be used by Arapahoe Community College for publicity / marketing purposes and that there will be no compensation for said use.

Semester/Year	Application Deadline	Late Application Period*	Commencement
Summer 2008	April 1, 2008	April 2 - June 30, 2008	May 16, 2009
Fall 2008	July 1, 2008	July 2 - October 31, 2008	
Spring 2009	November 1, 2008	November 2, 2008 - March 31, 2009	
Summer 2009	April 1, 2009	April 2 - June 30, 2009	May 15, 2010
Fall 2009	July 1, 2009	July 2 - October 31, 2009	
Spring 2010	November 1, 2009	November 2, 2009 - March 31, 2010	

Cashier PAID Stamp

Applicant's Signature _____ Date _____

Type of Payment: ❒ Cash ❒ Check ❒ Credit Card

Credit Card Number: _____ Exp. Date: _____

Updated 03/07