
Ready to Graduate? Please review the following checklist to determine your eligibility for petitioning to graduate:

- Official transcripts from other institutions attended have been submitted and evaluated by Graduation Services
- Completion of a minimum of 25% of credits at CCC to earn a degree or certificate
- Planning to graduate during this academic year.

NOTE: We encourage all students anticipating graduation to meet with an Academic Advisor or to complete an Academic Evaluation online with MyClackamas for a review of program and graduation requirements prior to submitting a Petition for Graduation.

Please Read and Initial

If you have determined that you are eligible to petition for graduation, then complete the following and return to the Community Center. Students are encouraged to submit a petition **TWO TERMS** prior to their anticipated term of completion. Petitions submitted before the 6th week of each term will be reviewed during the term submitted. Petitions submitted after the 6th week will be handled in date order and may be processed for the current term if time allows. Please initial this box after you have read the above.

Please Read and Initial

All students who petition for graduation during the current academic year will have their names published in the commencement program. If you have requested that your records be excluded from directory information, your name will not be published in the commencement program or be released to local newspapers. Please initial below indicating that you have read and understand this.

Graduation Information

Students who have completed degree requirements and petitioned for graduation during the current academic year are eligible to participate in the June commencement ceremony. Students anticipating completion of their program requirements Summer term of the following academic year may also participate in commencement.

Information about the commencement ceremony will be emailed in May to students who have petitioned for graduation. Petition for Graduation deadlines and other important graduation information are also available on the web at www.clackamas.edu

Please Note: Students who have submitted a petition to graduate after the Spring term deadline with Graduation Services may miss the deadline for having their names printed in the commencement program. However, they are still eligible to participate in the commencement ceremony.

Honors

Students earning a cumulative GPA of 3.5 or greater by the end of Winter term of the current academic year are eligible to wear the gold honor cords in the graduation ceremony. A notation designating this academic achievement is also noted in the commencement program.

Return completed form to:

Mailing Address: **Clackamas Community College, Graduation Services, 19600 Molalla Avenue, Oregon City, OR 97045**

Location: **Community Center 124**

Phone: **503-594-6651** Email: **gradservices@clackamas.edu**

Print your name clearly and exactly as you would like it to appear on your diploma

Student ID# _____ Date _____

Name _____

Mailing Address _____
Street City State Zip

Please note that your diploma will be mailed to this address. If this is a permanent mailing address change, check the box here: Permanent Address Change Pick-up Diploma Yes No

What is your hometown? _____

Phone _____

CCC Email _____@student.clackamas.edu

Anticipated Term of Completion Summer 20____ Fall 20____ Winter 20____ Spring 20____

INDICATE WHICH OF THE FOLLOWING CERTIFICATES OR DEGREES YOU ARE PETITIONING FOR

- Submit a petition for **each** degree/certificate you are requesting.
- Please note that all petitions for graduation will be evaluated according to current catalog program requirements. Please indicate here if you are requesting a prior year catalog.

Catalog Year _____
(Must be within the last 5 years)

- Associate of Arts, Oregon Transfer
- Associate of Science, Oregon Transfer _____
(Please indicate program title - Business or Computer Science)
- Associate of General Studies
- Associate of Applied Science _____
(Please indicate program title - See list of program titles in the CCC Catalog)
- Associate of Science _____
(Please indicate program title - See list of program titles in the CCC Catalog)
- Certificate of Completion _____
(Please indicate program title - See list of program titles in the CCC Catalog)

DO YOU HAVE CCC COURSE WORK ONLY?

- Yes Years attended: from _____ to _____
- No College credit from another accredited institution is to be applied toward degree/certificate requirements.
Name of Institution _____

Student's Signature (required) _____ Date _____

Publish your name in the June Commencement Program book? The deadline is the Friday of the 6th week of Spring Term. Yes No

FOR OFFICE USE ONLY

Degree Audit Letter sent _____

Requirements Met

Requirements Not Met

Degree Posted _____

Comments: _____

Graduation Status Letter Sent _____

Diploma sent _____

Evaluated by _____

Completion Coach

Date