

APPLICATION FOR COMMENCEMENT

(PRINT LEGIBLY OR TYPE)

CANDIDATE

Name _____ Term of Completion: Fall
 Spring
 Summer

Last **First** **Middle**
 (As you want it to appear on your credential)

County of Residence _____
 Permanent Address _____ Social Security Number ____ - ____ - ____
 _____ Phone Number (____) ____ - ____

Major _____ (Check one) Degree Diploma Certificate

Will candidate be participating in the commencement exercises? (Check one) Yes No

If yes, number of anticipated guests _____

NOTE:

Commencement applications are due by the 30th class day of the semester in which you wish to commence.

Candidate's Signature

Purchase cap, gown, and diploma cover at bookstore by the last class day of the semester in which you are commencing.

TRANSCRIPTS:

If you require a transcript to be sent to another institution, you will need to contact the Registrar's Office and complete a transcript request form. No transcripts or credentials will be released for those students who are indebted to the college.

HONORS for **commencement exercises only** are determined by the Fall GPA using this criteria:

- Cumulative GPA of 3.85-3.89 will graduate Cum Laude.
- Cumulative GPA of 3.90-3.94 will graduate Magna Cum Laude.
- Cumulative GPA of 3.95-4.00 will graduate Summa Cum Laude.

ADVISOR

(CANDIDATE LEAVES FORM WITH ADVISOR – ADVISOR DISTRIBUTES PER MARGINALS)

List all courses yet to be completed for commencement – include required courses currently registered for.
 Use Graduation Readiness Software – Candidate's Graduation Readiness Transcript must show all courses completed.

Courses taken at other schools (if applicable) _____

Credit hours in residence > 25% total course work required Yes No
 Credit hours in major > 25% total major required courses Yes No

Date _____ Advisor Signature _____

REGISTRAR

Indebted to SCC? Yes No Credit Hours Completed _____
 Requirements met? Yes No Cumulative QPR _____

If not, circle deficiencies in red! PTK Summa Magna Cum
 Date _____ Registrar/Designee _____

REGISTRAR'S COPY