PASCO-HERNANDO COMMUNITY COLLEGE
GRADUATION APPLICATION

[ ] Application **[ ] Duplicate Diploma/Certificate**

This form must be submitted to the College Store during the term in which your degree or certificate requirements are expected to be met and by the deadline date listed in the official College calendar. There is a $15.00 graduation application fee per program and an additional $30.00 fee for participation in the graduation ceremony. These fees are nonrefundable.

A separate application form must be submitted for each degree or certificate program you wish to complete. The application remains active for three consecutive terms. After three consecutive terms, students must reapply and repay the graduation application fee. Your diploma/certificate will be mailed approximately six weeks after graduation.

INSTRUCTIONS: **Please print legibly. Your name on the diploma or certificate will appear exactly as it is in PHCC's student database.**

STUDENT I.D. NUMBER: _____

FIRST _____ **MI** _____ **LAST** _____

ADDRESS _____

CITY, STATE, ZIP _____

Month/Year in which you will complete your last course requirements: _____ _____
month **year**

THIS MUST BE COMPLETED. **Of the three most recent PHCC Catalogs which can be used to determine whether requirements have been met, please indicate catalog year to be used:** _____ - _____

Degree/Certificate sought:

[ ] Associate in Arts
[ ] Associate in Science in _____
[ ] Associate in Applied Science in _____
[ ] Certificate in _____
[ ] Applied Technology Diploma in _____
[ ] GED Recognition (Awarded GED Diploma)

Check as many boxes as appropriate regarding payment of fees:

[ ] $15.00 (Graduation Application Fee – Includes Diploma/Certificate)
[ ] $30.00 (Payment Required for Participation in Graduation Ceremony) (includes cap and gown)
[ ] No Fee (Plan to Attend Ceremony, Previously Paid Participation Fee)
[ ] $15.00 (Duplicate Diploma/Certificate)

If you have paid the $30.00 fee to attend commencement exercises, information will be sent to you from the Office of the Associate Dean of Enrollment and Retention.

Write your name as you wish to be announced at graduation, using phonetic spelling (the way it sounds) if needed:

_____

Student's Signature _____ **Date** _____

FOR OFFICE USE ONLY. Do NOT write below this line.

Receipt # _____ **Amount Paid** _____ **Date** _____ **Cashier** _____ **E N W**

Campus _____ **GPA** _____ **Honors** _____ **PTK** _____ **PSI** _____ **LNu** _____ **CS** _____