SOMERSET COMMUNITY COLLEGE
GRADUATION/CREDENTIAL APPLICATION

Spring 2015_____ (Last day to apply– December 1, 2014)

Summer 2015_____ (Last day to apply –April 1, 2015)

Fall 2015 _____ (Last day to apply –September 1, 2015)

Directions: **Please complete this application and return it to the Records Office at Somerset Community College.** **(A)** You must complete the *Student Exit Survey* at the web site: http://216.69.28.84/classclimate/online. Please use EXIT4146 as the password for spring 2015 and EXIT4154 for summer and fall 2015. Please print out the page that says "Thank you. Your survey has been sent" and attach it to this application. **(B)** Complete your Post-Program Assessment. **(C)** Obtain a program plan checklist from your advisor and attach it to this application. **(D)** Obtain your advisor's signature on this application.

Name_____

Empl ID#_____ Phone Number_____

Program Major_____

Advisor's Name _____Advisor's Signature_____

Last Date Attended Classes at SCC _____

Mailing address for credential _____
(Address)

_____
(City, State, Zip)

Name to be printed on credential_____
(Please print clearly)

Credential(s) Being Requested

Please list the credential(s) you will be earning:

___**Associate in Arts** ___**Associate in Science**

___**Associate in Applied Science** Major_____

___**Diploma** Title_____

___**Diploma** Title_____

___**Certificate** Title_____

___**Certificate** Title_____

___**Certificate** Title_____

___**Certificate** Title_____

___**Certificate** Title_____

___**Certificate** Title_____

Commencement Ceremony:
(Degree/Diploma Recipients ONLY)
The Commencement Ceremony will be held May 8, 2015 for the Summer 2014, Fall 2014 and Spring 2015 graduates. Rehearsal is scheduled for the same day. More information will be mailed at a later date.

By signing this application I give the college permission to award embedded credentials within my program.

I give permission for SCC to release my contact and credential information to potential employers. ___YES ___NO

Student's Signature_____ Date_____

CONTACT THE SCC REGISTRAR FOR ADDITIONAL INFORMATION: 606-451-6633 or 1-877-629-9722

ATTENTION GRADUATE!!

- **Thank you for applying for your credential from Somerset Community College/KCTCS. You are considered a candidate for the credential until the degree audit process has been successfully completed. Your degree candidacy status does not necessarily indicate that your degree will be awarded; it simply indicates that you have applied for a credential to be awarded by Somerset Community College/KCTCS. As a degree candidate it is recommended that you choose to participate in the Commencement Ceremony. If you have any questions please do not hesitate to contact the Office of the Registrar.**

- **Don't forget to complete the graduate exit survey on the Somerset Community College website. Please print the last page of the survey that says "Thank you. Your survey has been sent" and attach that page with your signature to this application. The web address for the survey: http://216.69.28.84/classclimate/online. Please use EXIT4146 as the password for spring 2015 and EXIT4154 for summer and fall 2015.**

- **All diplomas and degrees (with the exception of the Associate in Arts and Associate in Science) require a Post-Program Assessment before credentials can be awarded. Program coordinators will schedule your Post-Program Assessment. If your program coordinator has not contacted you regarding this assessment, contact your program coordinator or your advisor immediately.**

- **Please ask your advisor to evaluate your coursework, complete a program major checklist, and send it to the Registrar at SCC. Also, ask your advisor to sign the graduation application.**

Contact us if we can be of further assistance to you.

CONGRATULATIONS!!