

# CONTRA COSTA COLLEGE Admissions & Records Office

## EARLY GRADUATION PETITION FOR EARLY REGISTRATION OPTION

DATE STAMP

**SUBMISSION PERIODS: (Petition MUST be received by deadline date in order to qualify—no exceptions)**

**Spring Graduation-----August 1 -- September 15 for Early Appointment for Spring**

**Summer Graduation-----January 15 -- Feb 28 for Early Appointment for Summer**

**Fall Graduation-----March 1 -- April 15 for Early Appointment for Fall**

In order to give students who are close to graduation an advantage in registering for the remaining classes needed in their last term, students may apply for an early registration appointment by submitting an early petition to graduate in the semester before their planned graduation date. The early registration appointment can only be utilized one time per student.

Criteria to qualify for the early registration option:

1. Petition must be received on time – No late applications will be accepted.
2. Currently enrolled in a minimum of 12 units in the district for an AA/AS or 3 units for a certificate of achievement (Certificates of Accomplishment are not eligible for the early registration option).
3. Have completed 30 units in the district or at a regionally accredited institution for AA/AS or 9 units for a certificate prior to the submission date of the application.
4. Must currently have a CCCCDC cumulative GPA of at least 2.0.
5. If you have attended other institutions, the **official** transcripts must be on file at the time of submission.

Name: \_\_\_\_\_ ID # or SSN: \_\_\_\_\_  
Last First Middle initial

Address to which diploma or certificate can be mailed: \_\_\_\_\_  
Street Address City State Zip

Email Address: \_\_\_\_\_ @INSITE.4CD.EDU Day Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_  
(Note: email communications will only be sent to your InSite mail account)

Graduating at the end of:  Summer  Fall  Spring Year: 20 \_\_\_\_\_ Catalog Year: \_\_\_\_\_  
(i.e. 2009-10)

Applying for (circle degree and list major): AA/AS/CA 1<sup>st</sup> Major \_\_\_\_\_

AA/AS/CA 2<sup>nd</sup> Major \_\_\_\_\_ AA/AS/CA 3<sup>rd</sup> Major \_\_\_\_\_

CSU Transfer AA/AS path  IGETC Transfer Path: CSU  UC

Other colleges attended: \_\_\_\_\_  
(Official transcripts must be on file before this application will be accepted)

Do you request permission to participate in the college's commencement exercises in May?  Yes  No

Print your name **exactly** as it is to be shown on your diploma or certificate: **Please print legibly.** \_\_\_\_\_  
First Middle Last

I am submitting my petition for graduation a semester early and I would like to use my one-time priority registration appointment. I understand I am able to utilize my graduation priority registration appointment only once and if I pursue another degree or certificate, I will not receive an additional early registration appointment at any college in the CCCCDC district.

Signature: \_\_\_\_\_ Today's date: \_\_\_\_\_

### For Counter Staff Use Only:

Enrolled in 12 or 3 Units:	Completed 30 or 9 units in CCCCDC:	Current Cum GPA:	All Official Transcripts on File:
Operator Initials:	SREP Date Assigned:		