



Admissions and Records Office

2600 Mission Bell Dr.
San Pablo, CA 94806
510.215.6027 • fax 510.412.0769

Petition for Associate Degree

(Instructions on back)

Date Stamp

Semester you will graduate (see back for deadlines):

- Fall Spring Summer

Print your full name "EXACTLY" as you would like it to appear on your diploma:

First

Middle

Last

Student ID # _____ Date of Birth: _____

Address: _____
Street Name Apartment # City State ZIP Code

Do you have transfer credit from another college that will apply to this degree? Yes No

If yes, are your official transcripts on file in A&R? Yes No

List Colleges: _____

Do you have AP, CLEP or IB Credits to apply? Yes No Are you a veteran? Yes No

<p>PLACE A CHECK NEXT TO THE DEGREE(S) YOU WILL GRADUATE WITH.</p> <p>Associate in Arts (AA)</p> <ul style="list-style-type: none"> <input type="checkbox"/> African American Studies <input type="checkbox"/> Anthropology <input type="checkbox"/> Art <input type="checkbox"/> Economics <input type="checkbox"/> Geography <input type="checkbox"/> HHS: Human Services <input type="checkbox"/> History <input type="checkbox"/> Journalism <input type="checkbox"/> La Raza Studies Liberal Arts <ul style="list-style-type: none"> <input type="checkbox"/> Arts & Humanities <input type="checkbox"/> Communication in the English Language <input type="checkbox"/> Math & Science <input type="checkbox"/> Social & Behavioral Sciences <input type="checkbox"/> Music <input type="checkbox"/> Political Science <input type="checkbox"/> Psychology <input type="checkbox"/> Sociology <input type="checkbox"/> Spanish 	<p>Associate in Science (AS)</p> <p>Administration of Justice:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Corrections <input type="checkbox"/> Law Enforcement <p>Automotive Services</p> <ul style="list-style-type: none"> <input type="checkbox"/> Automotive Service Technician <input type="checkbox"/> Auto Collision Repair Technology <p>Biological Science</p> <ul style="list-style-type: none"> <input type="checkbox"/> Biological Science <input type="checkbox"/> Biotechnology <p>Business</p> <ul style="list-style-type: none"> <input type="checkbox"/> Business Administration <input type="checkbox"/> Business Management <p>Business Office Technology</p> <ul style="list-style-type: none"> <input type="checkbox"/> Administrative Assistant <input type="checkbox"/> General Office <input type="checkbox"/> Chemistry <p>Computer and Communication Technology</p> <ul style="list-style-type: none"> <input type="checkbox"/> Network Technology <p>Computer Information System</p> <ul style="list-style-type: none"> <input type="checkbox"/> Computer Operations <input type="checkbox"/> Computer Programming <input type="checkbox"/> Computer Science <p>Culinary Arts</p> <ul style="list-style-type: none"> <input type="checkbox"/> Classical/Modern Food Prep <input type="checkbox"/> Training in Pastry/Baking Skills <p>Early Childhood Education</p> <ul style="list-style-type: none"> <input type="checkbox"/> Early Childhood Education <input type="checkbox"/> Montessori Ed Preschool Teacher <input type="checkbox"/> Earth Science <input type="checkbox"/> Engineering <input type="checkbox"/> Medical Assisting & Office Technician <input type="checkbox"/> PE/Kinesiology <input type="checkbox"/> Registered Nursing	<p>Associate for Transfer (AAT/AST)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Administration of Justice for Transfer <input type="checkbox"/> Anthropology for Transfer <input type="checkbox"/> Biology for Transfer <input type="checkbox"/> Business Admin for Transfer <input type="checkbox"/> Comm. Studies for Transfer <input type="checkbox"/> Early Childhood Education for Transfer <input type="checkbox"/> Economics for Transfer <input type="checkbox"/> English for Transfer <input type="checkbox"/> Geography for Transfer <input type="checkbox"/> History for Transfer <input type="checkbox"/> Journalism for Transfer <input type="checkbox"/> Kinesiology for Transfer <input type="checkbox"/> Math for Transfer <input type="checkbox"/> Music for Transfer <input type="checkbox"/> Physics for Transfer <input type="checkbox"/> Political Science for Transfer <input type="checkbox"/> Psychology for Transfer <input type="checkbox"/> Sociology for Transfer <input type="checkbox"/> Spanish for Transfer <p>Which GE Pattern are you using?</p> <ul style="list-style-type: none"> <input type="checkbox"/> IGETC Pattern <input type="checkbox"/> CSU GE Breadth Pattern
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Have you met with a counselor? Yes No Counselor Signature: _____

Counselor Note: _____

Student Signature: _____

Instructions: Please complete this form with the help of your counselor. You may graduate with multiple degrees. If you also want to receive a certificate for the degree you are applying for, please complete the *Petition for Certificate* form as well. We strongly recommend that you check your student planning on WebAdvisor to check your progress before meeting with a counselor.

Filing Deadlines: Submit your Petition of Associate Degree to Admissions and Records by the following deadlines:

- March 1: Graduating Spring and participating in Graduation Ceremony in May
- April 1: Graduating Spring without participating in Graduation Ceremony in May
- July 1: Graduating Summer
- November 1: Graduating Fall

Graduating with Honors:

Honors Graduate: Earning a cumulative GPA between 3.25 and 3.74 in all degree applicable units

President's Scholar: Earning a cumulative GPA of 3.75 or higher in all degree applicable units

Catalog Rights: If continuous enrollment is maintained by enrolling in at least one course at CCC, DVC, or LMC in an academic year (Summer, Fall, Spring) students are guaranteed rights to the catalog requirements in effect during their initial term of enrollment. Should catalog requirements change while continuous enrollment is maintained, students may **utilize any subsequent catalog in effect to graduate.** **Students may use the catalog of the year that the requirement changed or the exit catalog.**

Graduation Checklist: Use the following checklist to make sure that you have completed all steps necessary to complete your degree evaluation.

- 1. I have completed or in my last semester of completing 60 degree applicable units with a 2.0 GPA
- 2. I have completed a minimum of 12 degree applicable units at Contra Costa College
- 3. I have completed all requirements in my major with a "C" grade or higher
- 4. I have official transcript from other institutions attended on file with Admissions and Records Office
- 5. I have AP/CLEP/IB documents on file with Admissions and Records Office
- 6. I have recently met with a counselor to review the completion of degree requirements

Printing of Certificates:

At the end of the semester, your evaluator will review the grades received for the semester. This process takes 6-8 weeks to complete. You will receive an email notification when your certificate is ready for pick up.