



185 Freedlander Drive, Clyde, North Carolina 28721

Complete the Applicant section and leave form with advisor for signatures; once signed the form needs to be taken to campus bookstore to pay graduation fees.

Applicant: Please complete in full

The student's presence at graduation is expected and desired.

Student Name: _____

Please **print** your legal name as you would like it to appear on your degree/diploma/certificate.
Your name in the graduation program will be listed as indicated in the Haywood Community College computer system.

Student ID Number: _____

Mailing Address: _____

City _____ **St** _____ **Zip** _____
Your academic record will be updated with this address.

Student Signature: _____

Advisor: Please complete in full

Catalog Year: _____

Grade Point Average: _____

Students who have a GPA below 2.0 are not eligible for graduation.

Term of Completion

Spring Summer Fall Year: 20____

Program: _____

Program Code: _____

Associate **Diploma** **Certificate**

All requirements for graduation from this program have been completed as of the term indicated and this student has the required grade point average of 2.00 or above; and has completed >25% of hours in major course work at HCC.

Advisor Signature Date

Dean Signature Date

****Please attach a copy of the degree check sheet or the degree audit to this application.****

Application for Graduation

(This form should be submitted no later than March 31 of graduation year.)

I plan to participate in the graduation ceremony.
(check one) Yes No

Please refer to the HCC web-site, www.haywood.edu, for graduation dates and times.

E-mail: _____

Telephone: _____

Program of Study: _____

Associate Diploma Certificate

List all courses yet to be completed for graduation, including required courses currently in progress.
Use **EVAL** mnemonic or degree check sheet to determine applicant's completion.

Courses currently taking at other institutions (if applicable)

Bookstore: The HCC Bookstore receives the Application for Graduation from the student after collecting the necessary signatures from his/her advisor.

Costs: \$20.00 per degree--(Degree/Diploma/Certificate)
TOTAL \$ _____

Bookstore Clerk Initials: _____ Date: _____

Please see Bookstore regarding costs for required black cap and gown, accessories, and tassel.

Degrees, diplomas, and certificates will be mailed upon verification of final grades. All fines due to the College must be paid in full before degrees/diplomas/certificates are released.

Transcripts: If you require a transcript to be sent to another institution, you will need to complete either an online request or a transcript request form. Both can be found on the HCC web site at www.haywood.edu, "Students", select "Enrollment Management" under "All Students" and choose transcript request. No transcripts will be released for those students who are indebted to the college.

Office Use Only:

Indebted to HCC? Yes No
Parking Library Other
FA Amount \$ _____

Requirements Met? Yes No

List System SGRD
 Diploma GADJ
 UACF

Date mailed _____
(INITIAL)

HONORS

Honors are determined by the cumulative Grade Point Average at the end of Fall Semester for Associate and Diploma programs only.

Certificate recipients are ineligible to receive honors.

3.500-3.699	Cum Laude
3.700-3.899	Magna Cum Laude
3.900-4.000	Summa Cum Laude
4.000	President's List

GPAs are not rounded up.