Glendale Community College

Office of Admissions and Records
Admissions Office AD Building
1500 North Verdugo Road
Glendale, CA 91208-2894
(818) 240-1000

GRADUATION PETITION

The Associate degree will be granted to a student who files a Petition for Graduation in the Office of Admissions and Records; who is not on academic probation; and who has completed a **minimum of 12 of the last 18 semester units** of the **required college curriculum of 60 degree applicable semester units** at Glendale Community College.

All official transcripts from other colleges and universities must be on file in the Office of Admissions and Records before the student submits a Petition for Graduation. If a transcript is from out of state, and a transcript evaluation request was not completed, course descriptions must be included with the Petition for Graduation Evaluation.

Before submitting the form to the Admissions and Records office, the student is advised to see a counselor in order to verify the following:

- Eligibility for graduation.
- Glendale Community College offers the major or certificate program that the student is requesting.

Print Clearly

Name _____ GCC ID _____

Mailing Address _____ Phone _____

City _____ State ____Zip Code _____ Email _____

DIPLOMA NAME

Print your name as you wish it to appear on your diploma. The **FIRST** and **LAST** name must be the **SAME** as the name on your college records.

Diploma Name _____

First Name **Middle Name** **Last Name**

Will you be participating in the Graduation ceremony? ___YES ___ NO

***** Disclaimer: Admissions and Records has the final and official authorization to grant associate degrees. *****

Student's Signature _____ Date _____

Please indicate below for which Associate degree you are petitioning. For Plan A, you must indicate a major for the Associate in Art degree, or a certificate program for the Associate in Science degree. For Plan B and C, state your major and check the option of either CSU Breadth or IGETC.

Plan A: ☐ **AA** ☐ **AS**

Major or Certificate Program: _____ Catalog Year: _____

Plan B: ☐ **AA-T Major: _____** **CSU___ IGETC___**

Plan C: ☐ **AS-T Major: _____** **CSU___ IGETC___**

Counselor Notes: _____

_____

Counselor Signature: _____ Date: _____

Office Use Only

Evaluation mailed_____ **Diploma mailed**_____ **Degree Posted**_____