



Application for Diploma/Graduation

B. S., A.A., A.S., & Certificate

3094 Indian Circle, Marianna, FL 32446
Phone (850) 718-2311 Fax (850) 718-2287
Email: Admissions@chipola.edu

INSTRUCTIONS: Request an unofficial graduation check from your adviser or program director. If you are eligible to graduate, submit the Application for Diploma to the Admissions and Records Office by the deadline. Complete a separate application for each diploma, if receiving two or more degrees/certificates.

COMMENCEMENT CEREMONY: Chipola holds one annual commencement ceremony at the end of each spring semester (May). All graduates wishing to participate and have their name in the Commencement program and shared with local media must submit this application and a separate Commencement Ceremony Reservation form by March 1. Forms are available in the Admissions and Records Office or online at www.chipola.edu.

CHIPOLA I.D. NUMBER	<p>Check if you are a member of the following at Chipola College?</p> <p><input type="checkbox"/> Phi Theta Kappa <input type="checkbox"/> Honors Program</p> <p>Who is your Chipola advisor?</p>
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PRINT your name as you wish it to appear on your diploma.

First	Middle	Last
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MAILING ADDRESS – Your diploma will be mailed 2-3 weeks after the end of the term.

Street/P.O.	City	State	Zip
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List your hometown and state, if different from address above.

Indicate term you will complete all requirements.	<input type="checkbox"/> Fall, 20 ____ (December) <i>Deadline: Nov. 1</i>	<input type="checkbox"/> Spring, 20 ____ (May) <i>Deadline: March 1</i>	<input type="checkbox"/> Summer, 20 ____ Term B (June) <i>Deadline: June 1(March 1)*</i>	<input type="checkbox"/> Summer, 20 ____ Term A or C (August) <i>Deadline: July 1 (March 1)*</i>
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**Summer graduates wishing to have their name and information listed in the Commencement Program and shared with the local media must submit this application by March 1. If marching in the ceremony, also, complete the Commencement Reservation form by March 1.*

	<u>List Program of Study</u>	<u>Program Code #</u>
<p>DEGREE/CERTIFICATE <i>(Check one degree and list your Program of Study.)</i></p> <p>Submit a separate Application for Diploma for each degree/certificate.</p>	<input type="checkbox"/> Bachelor in Science _____	_____
	<input type="checkbox"/> Associate in Arts _____	_____
	<input type="checkbox"/> Associate in Science _____	_____
	<input type="checkbox"/> Certificate-College Credit _____	_____
	<input type="checkbox"/> Certificate-WFD _____	_____

Final responsibility for all graduation requirements rests with the student. If you are in doubt about course, program, or college requirements, you should contact Student Affairs or program instructor for clarification and guidance. Provided all graduation requirements are completed and there are no outstanding obligations financial or otherwise to the college, degrees and certificates are posted on the last date of the term in which the student applies for graduation. This form authorizes Chipola to publish your name, photo, videos and etc. in the program and local news media.

STUDENT'S SIGNATURE _____ **DATE** _____

TO BE COMPLETED BY ADVISOR OR PROGRAM COORDINATOR - For students earning an A.A. degree, use the form below. For students completing a B.S., A.S., or Certificate, attach the appropriate Program of Study, indicate classes completed and sign.

STUDENT NAME _____ ID# _____		Core Hours Completed	Other General Educ. Hours Completed	Hours Currently Enrolled	Additional hours needed
Students who are First-time in College (FTIC), after high school graduation, beginning Fall 2015 must complete new General Education requirements and at least 3 core hours from each area. High School Graduation/GED Year _____ First Time In College Term/Year: _____					
Area I Social Science 6 hours	Core: ___ AMH 2020 (3) ___ ECO 2013 (3) ___ POS 2041 (3) ___ PSY 2012 (3) ___ SYG 1000 (3)	General: ___ AMH 2010 (3) ___ ASH 1044 (3) ___ ECO 2023 (3) ___ GEA 2001 (3) ___ GEA 2002 (3)	___ POS 2112 (3) ___ REL 2300 (3) ___ SYG 1010 (3) ___ WOH 2012 (3) ___ WOH 2022 (3)		
Area II Natural Science 6 hours	Core: ___ AST 1002 (3) ___ BSC 1005 (3) ___ BSC 2010 (3) ___ BSC 2085 (3) ___ CHM 1045 (3) ___ ESC 1000 (3) ___ EVR 1001 (3) ___ PHY 1053C (4) ___ PHY 2048C (5) ___ PSC 1121 (3)	General: ___ BSC 2011 (3) ___ BSC 2086 (3) ___ CHM 1030 (3) ___ CHM 1046 (3) ___ MCB 2010 (3) ___ PHY 1054C (4) ___ PHY 2049C (5)			
Area III Math 6 hours	Core: ___ MAC 1105 (3) ___ MAC 1311 (3) ___ MGF 1106 (3) ___ MGF 1107 (3) ___ STA 2023 (3)	General: ___ MAC 1114 (3) ___ MAC 1140 (3) ___ MAC 2233 (3)	___ MAC 2312 (4) ___ MAC 2313 (4)		
Area IV Comm. 6 hr	___ ENC 1101 (___ hours) ___ ENC 1102 (___ hours)				
Area V Humanities 9 hours	<i>(Complete at least 12 hours of writing courses including ENC 1101 and 1102 and at least 3 hours from Core)</i> Core: ___ ARH 1000 (3) ___ HUM 1020/2216 (3) ___ MUL 2010 (3) ___ THE 1000 /1020 (3)		General with Writing: ___ AML 2010 (3) ___ AML 2020 (3) ___ ENC 2210 (3) ___ ENL 2012 (3) ___ ENL 2022 (3)	___ HUM 2020/2235 (3) ___ SPT 2521 (3) ___ THE 2304 (3) ___ ENC 1133 (1) ___ Other _____	
Area VI Gen Ed 3 hr	<i>Choose from any of the general education courses listed in Areas 1-5.</i> General Education Course _____ Hours				
SLS 1101	___ Completed ___ Transfer ___ Honors ___ Not Completed				
Foreign Language	Students who are (FTIC) after high school graduation beginning Fall 2014 must complete a Foreign Language requirement. ___ High School (2 credits) ___ College (2 semesters) ___ Not Required				
CAAP	___ Passed ___ Failed ___ Not Registered as of _____ Registered for Test Date _____				
Residency	___ Yes (25% of course work at Chipola) ___ No, has only completed _____ hours				
	Hours Earned	Hrs GPA	Quality Points	GPA 2.00+	Advisor Comments: _____ has completed all required coursework and exams. _____ is currently enrolled in final required coursework. _____ must enroll and complete additional requirements. Advisor's Signature _____ Date _____
Chipola					
Transfer					
Current Hrs					
Total Hours					
FINAL GRADUATION CHECK – REGISTRAR’S OFFICE					
	Hours Earned	Hrs GPA	Quality Points	GPA 2.00+	Evaluated by _____ Date Conferred _____
Final					