



Application for Degree or Certificate

Apply for Graduation as soon as you register for the final courses needed for your Degree or Certificate.

Student I.D. Number _____ / _____ / _____ Day Telephone _____

Last Name _____ First Name _____ Middle Initial _____ Birth Date _____

The name in NSC's system will be appear as the name on your degree or certificate.

GRADUATION YEAR _____ QUARTER _____ = the last year/quarter of classes completed for degree/certificate

I agree that I completed following procedures:

- I have updated my contact information on the website:** <http://www.northseattle.edu/kiosk> (click on "Update your Address, Email, or Phone"). **Diploma(s) will be mailed to the address you provided there.** If your address is out of the U.S., please email the ARRC at arrc@seattlecolleges.edu with a complete address and a postal code. Duplicate mailing requests will require a processing fee.
- I have met with my advisor or faculty coordinator for completing this graduation form with his/her signature**
- I have clearly marked the program(s) I'm applying for graduation on the back of this form**
PLEASE NOTE: Short term (19 credits or less) certificates have a separate application form. Please see Advising or your Faculty Coordinator to apply for your short term certificate.
- If my final course(s) are taken at the other college except South Seattle College and Seattle Central College, I will provide an official transcript from the college within 1 week from the final grades are posted. Otherwise, my application may be delayed until the following quarter.
- I will notify ARRC if I change my graduation quarter.
- I understand that a graduation application submitted after the deadline (the end of previous quarter of my intended graduation quarter), my graduation application will be processed with the following quarter graduation applications.
- I understand that **my graduation application will be processed and the diploma(s) for my degree or certificate(s) will be mailed within 8 weeks after the final course grades are posted.**
- I have listed the courses for my final quarter below.** If I make any changes to my course schedule, I will meet with an advisor to discuss how this may impact or delay my degree/certificate completion.

FINAL QUARTER COURSES (i.e. ENGL 151):

ACADEMIC or FACULTY ADVISOR PLEASE COMPLETE THE FOLLOWING:

1. Verify that the correct graduation year/quarter has been entered above.
2. Attach a current degree audit or checked off Scope & Sequence with appropriate catalog year indicated (catalog year must be within 5 years of the graduation year/quarter) and all supportive documentation to the graduation application.
3. Please sign below to verify this application is correct.

Academic Advisor Signature **Date**
 (Transfer Degrees, Gen Ed Courses for PT Programs)

Faculty Coordinator Signature **Date**
 (Technical Courses for PT Programs)

Student Signature: _____ **Date:** _____

FOR OFFICE USE ONLY:

Credentials Verified _____ Date _____ **NSC BLOCKS** _____
 Date of Program Completion _____ Date Award Posted _____ Date Award Mailed _____

Bachelor of Applied Science Degrees

- 5BA Application Development – BAS
- 40B Early Childhood Education – BAS
- 24B International Business – BAS

College Transfer Degrees

- 0003 AA Transfer – DTA
- 0012 AS Transfer – DTA
- 0013 AS Transfer – Option 1
- 0014 AS Transfer – Option 2
- AB12 Associate in Business – DTA/MRP

Fine Arts

- 0004 AFA – Art
- 0009 Fine Arts-Acting – Cert
- 0008 Fine Arts-Art – Cert
- 0007 Jewelry Design – Cert

High School Diploma

- * 0098 High School Conversion (IP)
International students must see Virginia Gabby in IP office first if they are eligible to earn a HS diploma.
- 0098 High School Completion
If you have completed any transfer or prof/tech degree and are 21 or older without a H.S. diploma OR have completed any degree and have been in Running Start, check this box to request an NSCC diploma.

Business, Electronics and Information Technology**Accounting/Administrative Programs**

- 505 Accounting – AAS
- 505M Accounting – AAS-T
- 505J Accounting Office Assistant I – Cert
- 547G Administrative Assistant – AAS
- 547K Advanced Customer Service – Cert
- 505B Advanced Tax Preparation – Cert
- 505H Bookkeeping Certificate in Accounting – Cert
- 505E Certificate of Accountancy – Cert
- 505C Computerized Accounting Technology – Cert
- 542J Customer Service – Cert
- 254 Entrepreneurial Training – Cert
- 502D General Business – AAS
- 502E General Business – AAS-T
- 249 International Trade – Cert
- 547O Office Professional – Cert
- 298C Retail Management – Cert

Communications Programs

- 614B Communication Business & Media – AAS-T
- 614A Communication Business & Media – Cert
- 614C Communications & Media Arts – Cert

Electronics/Engineering Programs

- 798A Architectural Engineering Drafting – AAS
- 798D Architectural Engineering Drafting – Cert
- 798C Arch Engineering Drafting (Eve) – Cert
- 630I Aviation Electronics I: Wire Assembly – Cert
- 630J Aviation Electronics II: Electronics Tech – Cert
- 630F Broadband Cable – Cert
- 630D Electronics Engineering Technology – AAS
- 630A Electronics Technology – AAS
- 630E Electronics Technology – Cert
- 651C Electronics Telecomm. Tech – AAS

- 654D Healthcare Technology Management – AAS
- 703I HVAC Tech & Project Management – AAS-T
- 703N HVAC Technician – Cert
- 657E Industry Power & Control – AAS
- 657C Sustain. & Convent. Energy & Control – Cert

Information Technology Programs

- 529A IT for Healthcare – AAS
- 529C IT for Healthcare – Cert
- 527H IT-Controlled Electronic Systems – AAS
- 527I IT-Controlled Electronic Systems – Cert
- 527J Network and Server Admin Specialist – AAS
- 527K Network and Server Admin Specialist – Cert
- 515 Programming and IT Network Support – AAS-T

Nanotechnology

- 653 Nanotechnology – AAS-T
- 653B Nanotechnology – Cert

Real Estate Programs

- 275D Certified Residential Appraisal – Cert
- 275G Commercial Real Estate & Investment – Cert
- 275N Licensed Residential Appraisal – Cert
- 275A Real Estate – AAS
- 275B Real Estate – Cert
- 275M Real Estate Appraiser Trainee – Cert
- 275F Real Estate Brokerage – Cert
- 275K Real Estate Escrow – Cert
- 275H Real Estate Loan Processor – Cert
- 275I Real Estate Loan Originator – Cert
- 275T Real Estate Property Management – Cert
- 275E Real Estate Sales – Cert
- 275J Real Estate Sales (Advanced) – Cert

Watch Technology Programs

- 805A Watch Technology Institute – AAS
- 805B Watch Technology Institute – Cert

Health and Human Services/Early Childhood**Early Childhood Programs**

- 402B Early Childhood Education – AAS
- 402D Early Childhood Education – Cert
- 41E-46E Early Childhood Statewide Certs

Medical Assisting/Admin/Transcript Programs

- 381G Basic Medical Reception – Cert
- 381E Clinical Lab Assisting – Cert
- 381C Medical Assisting – AAS
- 381B Medical Assisting – Cert
- 381F Medical Office Administration – Cert

Pharmacy Technician Programs

- 399A Pharmacy Technician – AAS
- 399B Pharmacy Technician – Cert

Nursing Programs

- 323 Degree in Nursing – AAS-T
- 326A Practical Nursing – AAS
- 326B Practical Nursing – Cert

For short term certificates, please use other form.

If your program is not listed above and *is not* a short term certificate (19 credits or less), please fill in your program title **and** number: