



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 _____ / _____ / _____ Email Address _____

Last Name _____ First Name _____ Middle Initial _____ Birth Date _____
The name in NSC's system will be used as the name appearing on your degree or certificate unless otherwise requested

Graduation Year _____ Quarter _____ = the last year/quarter of classes completed for degree/certificate

Permanent Mailing Address _____
For international addresses please send an email to ARRC@seattlecolleges.edu

STUDENT RESPONSIBILITIES – PLEASE READ:

1. Meet with your Academic Advisor or Faculty Coordinator for your final graduation review and to complete this form.
2. From the list on the back of this form clearly mark the program/s for which you are applying.
3. Please list the courses you are enrolled in for your final quarter below. If you make any changes to your class schedule, please meet with an advisor to discuss how this may impact or delay your degree/certificate completion.

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

4. If final courses are from South Seattle or Seattle Central, include an Application for Evaluation of Incoming Credits.
5. If final courses are from outside the Seattle Community College District, an official credit evaluation form must accompany this application and we must receive your official transcripts within a week of completing your final courses or else your application may be delayed, possibly until the following quarter.
6. If you do not complete the above courses with a grade by the final day of the quarter you are applying, please contact the ARRC Office to cancel your graduation application. If you cancel your graduation application, you will need to resubmit a new application through your advisor or faculty coordinator.

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)

BY SIGNING BELOW I ACKNOWLEDGE THAT:

1. Submitting my Graduation Application does not guarantee program /degree completion.
2. I understand that my name, degree and any awards may be listed as part of NSC award ceremonies, such as the NSC Commencement Ceremony program, for the academic year I completed the Degree or Certificate.
Note: Refer to the graduation ceremony deadlines for the last day to apply for graduation and have name listed in the commencement program.
3. Graduation applications are **due no later** than the end of the previous quarter of the intended graduation quarter. *Example: Spring Graduation Applications are due on the final day of Winter Quarter. Late applications* will not receive priority and will be processed with the following quarter's applications.
4. Graduation applications are processed once at the end of the quarter after final grades are posted. From there, it may take up to 8 weeks for degrees to be posted to transcripts and for diplomas to be mailed.
5. Award postings are available online via MyNorth by viewing your unofficial transcript

Student Signature: _____ **Date:** _____

FOR OFFICE USE ONLY:

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

Bachelor of Applied Science Degrees

- 5BB Application Development - BAS
- 40B Early Childhood Education - BAS
- 24B International Business – BAS
- 55B Property Management – BAS

College Transfer Degrees

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

Fine Arts

- 0004 AFA-Art
- 0007 Certificate in Jewelry Design
- 0008 Certificate of Fine Arts-Art

High School Diploma

- 0098 High School Conversion
International students must apply through IP

- 0098 High School Completion
If you have completed any transfer/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 NSC diploma.

- H21 High School 21+

Business, Electronics and Information Technology

Accounting/Administrative Programs

- 505E Accountancy - Cert
- 505 Accounting – AAS
- 505M Accounting – AAS-T
- 505B Advanced Tax Preparation Certificate - Cert
- 505J Bookkeeping Assistant - Cert
- 505H Bookkeeping Certificate in Accounting - Cert
- 254 Entrepreneurship- Cert
- 502D General Business - AAS
- 502E General Business – AAS-T
- 249 International Trade Certificate - Cert

Electronics/Engineering Programs

- 783A Architectural Engineering Drafting - AAS
- 783D Architectural Engineering Drafting - Cert
- 630I Aviation Electronics I: Wire Assembly – Cert
- 630J Aviation Electronics II: Electronics Tech - Cert
- 630M Avionics Technician – Short Term Cert*
- 630F Broadband Cable - Cert
- 630D Electronics Engineering Technology – AAS-T
- 630A Electronics Technology - AAS
- 630E Electronics Technology - Cert
- 654D Healthcare Technology Management - AAS
- 768B Industrial Automation Electronic Controls - Cert
- 657E Industrial Power & Control - AAS
- 768A Mechatronics - AAS
- 657C Sustain. & Convent. Energy & Control – Cert

Information Technology Programs

- 630K IT-Controlled Electronic Systems - AAS
- 630L IT-Controlled Electronic Systems - Cert
- 533D Linux Networking & Security - Cert
- 533J Network and Server Admin Specialist - AAS
- 533K Network and Server Admin Specialist - Cert
- 515 Programming and IT Network Support – AAS-T
- 515B Web Application Technologies - Cert
- 533C Windows Network Administration – Cert

Real Estate Programs

- 275A Real Estate - AAS
- 275B Real Estate - Cert
- 275T Real Estate Property Management – 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
- 41-46E Early Childhood Statewide Certs
_____ (please write in program code)

Medical Assisting Programs

- 381E Clinical Lab Assisting - Cert
- 391 Emergency Department Technician - 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

Other

If your program has been discontinued and/or not listed above, students who are currently enrolled in the program can still apply to graduate within 5 years of the program end date. Please list the program code and program name below:

Program code

Name of Program