



# Galveston College

## APPLICATION FOR GRADUATION

### General Information

- ✓ Graduation applications are accepted for Fall, Spring, Summer I and Summer II sessions.
- ✓ One application is required for each degree/certificate.
- ✓ Commencement ceremony is held annually at the end of each Spring semester.
- ✓ Cap and Gown regalia are required for participation in commencement and can be purchased in the Galveston College bookstore.
- ✓ Diplomas will be ready for pick up 30 days after the session ends in the Office of Admissions.

### Graduation Requirements

- ✓ Students must have a cumulative GPA of 2.0 to graduate from Galveston College.
- ✓ Students must complete the last 18 credits in residence at Galveston College.
- ✓ Students must resolve all incomplete degree requirements no later than 30 days after the session ends.

### Instructions

- ✓ Meet with a Counselor/Faculty Advisor in the semester prior to graduation.
- ✓ Submit the Application for Graduation by the published deadline.
- ✓ Submit all official transcripts from other colleges and universities, if transfer courses are required for graduation.

### NOTE

- ✓ Students who wish to enroll in additional courses after completing a degree program are required to submit a Change of Program form to the Office of Admissions signed by a Counselor/Faculty Advisor.
- ✓ The Office of Admissions will provide the student with a degree status update. For additional information, please contact the Office of Admissions at 409-944-1230.

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### Please complete the following information:

Semester of Graduation (circle):  Fall  Spring  Summer I  Summer II 20\_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID or SS #: \_\_\_\_\_ DOB: \_\_\_\_\_

Name for Diploma: \_\_\_\_\_  
First Name Middle Name Last Name

Mailing Address: \_\_\_\_\_  
Street/P.O. Box # City State Zip Code

Contact Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Degree/Certificate (circle):  AA  AAS  AS  Certificate

Program of Study: \_\_\_\_\_

**Do you plan to attend the Spring Commencement Ceremony:**  Yes  No

(Additional information will be available on [www.gc.edu/graduation](http://www.gc.edu/graduation) and sent to your mailing address)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Counselor/Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

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(For Office Use Only)

Date Application Posted: \_\_\_\_\_ Staff Verification Initials: \_\_\_\_\_

Graduation Date: \_\_\_\_\_ Notes: \_\_\_\_\_

White Copy – Student File

Yellow Copy – Graduation File

Pink Copy - Student