



Contact Student Records at 828.448.6049 if you need an alternative method to complete this form

### Curriculum Graduation Application

Print name as it appears on WPCC records

Student ID#

If you are in the process of legally changing your name (documents required to change our records) and request your new name be printed on your degree/diploma, please print new name clearly:

#### INSTRUCTIONS FOR COMPLETION OF APPLICATION

- 1. Complete student portion of application form.
2. After audit review with advisor, return the application with the attached documentation to Student Records.
3. Make sure WPCC has your correct address, telephone number and that you are actively checking your WPCC assigned email account.
4. After the preliminary graduation audit has been conducted through Student Services, students are notified of their pending program completion and graduation eligibility through their WPCC assigned email.
5. Pay the \$30.00 NON-REFUNDABLE graduation fee to the Business Office, after you have received your letter of approval.

If you have any questions, please contact Student Records at (828) 448-6049.

#### I plan to participate in the Spring Graduation Ceremony

Height \_\_\_\_\_ Size (Check one) [ ] Small [ ] Medium [ ] Large [ ] XLarge [ ] XXLarge
(Both Height and Size information is required to order graduation regalia.)

#### I do not plan to participate in the Spring Graduation Ceremony

(Cap and Gown will not be ordered. A tassel will be provided for all graduates.)

I expect to complete graduation requirements at the end of: [ ] Spring [ ] Summer [ ] Fall Year \_\_\_\_\_

#### Transfer Degree

Check the degree you will complete:

- [ ] AA-Associate in Arts [ ] AFA-Fine Arts ~ Visual Art
[ ] AS-Associate in Science [ ] AFA-Fine Arts ~ Theatre

[ ] Associate in General Education: Students cannot complete or request an Associate in General Education degree at the same time or after earning a Transfer degree.

#### Associate in Applied Science Degrees and Diplomas

I will complete an Associate in Applied Science degree in (Program Name): \_\_\_\_\_
with a Concentration in (if applicable) \_\_\_\_\_
and/or I will complete a Diploma in \_\_\_\_\_

Student Initials

Date

Faculty Advisor: Catalog Year used for graduation review: \_\_\_\_\_ (IF COMPLETED GRADUATION AUDIT/REVIEW IS NOT ATTACHED, THE APPLICATION WILL NOT BE PROCESSED AND RETURNED TO ADVISOR FOR COMPLETION)

Advisor Initials

Date

Office of Student Records/Registration: I certify that graduation requirements have been satisfied and have been recorded on the student's curriculum transcript. Director of Records & Registration Signature: \_\_\_\_\_ Date: \_\_\_\_\_