

APPLICATION FOR GRADUATION
Garden City Community College

Deadline for Application:

MUST check one (1) of the following sessions: ☐ Fall Completion (**September 1st** prior to completion)
☐ Spring Completion (**December 1st** prior to completion)
☐ Summer Completion (**February 1st** prior to completion)

***** Please file this APPLICATION with the "Registrar's Office" upon enrolling for your FINAL SEMESTER, or in any case **NO LATER THAN** the final deadline listed above.**

Fall, Spring, or Summer graduates MUST complete Cap and Gown Order for Commencement no **later than February 1st** to "WALK" in graduation exercises. If you plan to participate in the graduation ceremony in the Spring, you must NOTIFY the Registrar's Office! Announcements may be ordered at the Broncbuster Bookstore by **February 1st** prior to Commencement Date. **DIPLOMAS** will normally be mailed to those fulfilling all degree requirements approximately 8-10 weeks after degree completion (except those applying late). Diplomas will **not** be released if any financial obligations exist with GCCC.

***** This form is to be completed by all students meeting degree requirements with the Fall, Spring, or Summer semesters.** If requirements are not met by the end of the term indicated, a **new application** will be required.

TO BE COMPLETED BY STUDENT: (print clearly)

LEGAL NAME (as it should appear on Diploma/Program): _____
 (first/last name must be on record with Registrar's Office)

SOCIAL SECURITY NUMBER: # X X X - X X - _____

STUDENT I.D. #: _____

DIPLOMA ADDRESS (where Diploma is to be sent):

CURRENT/LOCAL ADDRESS

 Phone # _____
 Email _____

Degree Will Be Finished: ☐ Fall ☐ Spring ☐ Summer Year: 20____

Please indicate one of the following:

☐ Will ☐ Will **NOT** be participating in Commencement Exercises on the _____ day of May, 20____.
 ⇒ **Please see NEXT PAGE for Cap/Gown information.**

Will you or anyone in your party require special accommodations during the graduation ceremony?

☐ No ☐ Yes (please complete questions on reverse side)

TO BE COMPLETED BY ADVISOR AND STUDENT: Complete one application per degree or certificate.

Degree/Certificate Applying for: _____ Associate in Arts (AA) _____ Associate in General Studies (AGS)
 _____ Associate in Science (AS) _____ Associate in Applied Science (AAS)
 _____ One Year Certificate (CERT) – indicate program below

Major Area of Study: _____

Planning to Transfer to: _____
 (please list college/university)

>>>> Complete and attach the Degree Audit/Requirement Sheet. BOTH the advisor and student must sign both forms. ALL GRADUATION REQUIREMENTS as specified in the GCCC College Catalog MUST be met to receive any one of the degrees listed above.

Student Signature

Date

Advisor Signature

Date

CAP and GOWN Order

Information Required

Please complete the information below so that we may order a Cap, Gown, and Tassel for you. There is no additional charge for this.

HEIGHT: _____

WEIGHT: _____

Accommodations for COMMENCEMENT EXERCISES (Disability, ASL, or Special Seating Arrangements)

1. Will you or anyone in your party require special seating or wheelchair access? (If yes, please explain in detail the accommodations you are requesting.)

_____ No

_____ Yes (please explain):

2. Will you or anyone in your party require an American Sign Language (ASL) interpreter?

_____ No

_____ Yes

Accommodation Needs:

If you or your guests require specific aids or accommodations during our graduation ceremony, please contact our Accommodations Coordinator.

- Phone: 620-276-9638
- Email: accommodations@gcccks.edu

ADDITIONAL INFORMATION:

1. **Graduation Announcements:**

These may be ordered from the Broncbuster Bookstore at a minimal charge.

2. **Phi Theta Kappa (PTK) Members:**

Please contact the PTK sponsor regarding your stole.