

Graduation Application

Meet with your advisor when completing this application.

Application must be received in the Records Office on or before the deadline found on our website.

Name _____ Student ID # _____

Address _____

City _____ State _____ Zip _____

Phone:(home/cell) _____ (work) _____

Email: _____

*** (Your graduation evaluation will be sent via email unless otherwise requested). ***

Semester you plan to graduate

Fall Spring Summer

Year

	Program Code	Catalog Year
<input type="checkbox"/> Associate of Arts	_____	_____
<input type="checkbox"/> Associate of Science	_____	_____
<input type="checkbox"/> Associate of Applied Science	_____	_____
<input type="checkbox"/> Diploma	_____	_____
<input type="checkbox"/> Certificate	_____	_____
<input type="checkbox"/> Pathway	_____	_____

Student Signature: _____ Date _____

Advisor Signature: _____ Date _____

Advisor Printed Name: _____ **PSPR attached**

Program Evaluation (PSPR) must be attached in order to be processed (status should reflect "pending")

Are you requesting course substitutions to the Dean/Vice President? Yes No

What course(s) are you requesting to substitute? _____

Please complete questionnaire on reverse side.

Date _____

Student Services Satisfaction Survey

*Rate each area in terms of friendliness, knowledge and helpfulness of staff along with the accessibility, ease of use, and timeliness of services. If you circle very satisfied or very dissatisfied, please comment.

Circle one number on each line: Very Satisfied Very Dissatisfied Don't Know

Admissions

As a prospective student, I was able to access timely and adequate information about the college's programs and services.	5	4	3	2	1	N/A
The submission of an online application was user-friendly.	5	4	3	2	1	N/A
The steps from admissions application to registration were easy to follow.	5	4	3	2	1	N/A
Admissions Office staff are friendly, helpful, knowledgeable, and professional.	5	4	3	2	1	N/A

Comments: _____

Financial Aid

I am able to access timely and adequate financial aid information.	5	4	3	2	1	N/A
The financial aid staff and the information available through the website and other sources have helped me to understand the processes for applying for financial aid and maintaining financial aid eligibility.	5	4	3	2	1	N/A
Financial Aid Office staff are friendly, helpful, knowledgeable, and professional.	5	4	3	2	1	N/A

Comments: _____

Record's/Registrar's Office

College registration procedures are easy to understand.	5	4	3	2	1	N/A
Records Office services are timely, accessible and user-friendly. (Examples are end of semester grades via Patriot Port, transcript request, etc.)	5	4	3	2	1	N/A
Records Office staff are friendly, helpful, knowledgeable, and professional.	5	4	3	2	1	N/A

Comments: _____

Student Activities

Student activities at the college are enjoyable. (Examples are Grub & Sport's Day, Open Gym, free food at events, etc.)	5	4	3	2	1	N/A
Student activities offered by the college promote learning. (Examples are clubs, SGA, Drug & Alcohol Awareness Day, speakers, etc.)	5	4	3	2	1	N/A
Student Activities staff offer activities and programs that are welcoming, relevant, and accessible.	5	4	3	2	1	N/A
Student Activities staff are friendly, helpful, knowledgeable, and professional.	5	4	3	2	1	N/A

Comments: _____

Further comments are welcome. Thank you!

Revised 11/2016