



Associate Degree Petition -- Plan A

(To be completed after 30 degree-applicable units)

NAME: _____
Print clearly and **EXACTLY** as you want your legal name to appear on the diploma

TELEPHONE #: _____ STUDENT ID #: _____

E-MAIL ADDRESS: _____

I AM APPLYING FOR AN ASSOCIATE DEGREE
(12 units must be completed at Santiago Canyon College with 6 of those in the Academic Program.)

_____ / _____ CATALOG YEAR _____
Academic Program Program Code Must be one of continuous enrollment or current catalog

This petition is for a degree to be awarded at the end of the following semester: December (Fall) June (Spring) August (Summer) Year _____

Have you attended any other colleges or universities? YES NO

If yes, list all the institutions attended: _____

All **official** transcripts from other colleges or universities must be **on file** at Santiago Canyon College to process the petition.

General Education Requirements				Academic Program Requirements		
		List Courses	Grade	List Courses	Units	Grade
A	Natural Sciences					
B1	American Institutions					
B2	Social Science Elective					
C	Humanities					
D	Cultural Breadth					
E1	English Composition					
E2	Communications /Analytical thinking					
F1	Lifelong Understanding					
F2	Exercise Science activity					
Proficiencies (Must be completed with a grade of "C" or better.)						
G1	Math Skills					
G2	Reading Skills					
G3	Oral Communications Skills					
G4	Computer Skills					

I give my permission to have my name printed in the commencement brochure and Board of Trustee docket. Yes No _____ Please initial

I certify that the information above provided is complete and accurate to the best of my knowledge.

Student's Signature: _____ Date: _____
(Petitions received after the deadline will be processed for the following semester)

Instructions for Completing the Petition to Graduate form – Plan A

Name: Write your name as you want it to appear on your diploma. Must use legal name.
(Examples: John Doe, Jonathon Doe, John H. Doe Jr., John Henry Doe)

Address: Keep your address current in our computer system. Your diploma and commencement information will be sent to that address. You can go online to change your address.

Student ID #: You must include either your Student ID number

Degree: Check this box to indicate the petition is for an associate degree

Academic Program: List the major you intend to complete at Santiago Canyon College

Program Code: The program code can be found in the catalog

Catalog Year: Use current catalog year. If you want to use catalog rights to a previous year, write the catalog year you want the Graduation Office to use when processing your petition

Petition for degree to be awarded at the end of the following semester: What semester will you have all of the degree requirements met? You must also meet the appropriate deadline.

Have you attended any other colleges or universities:

We need official transcripts from all schools you attended **other than Santiago Canyon or Santa Ana College**. Official transcripts are needed even if the coursework will not be used toward your degree.

General Education Requirements:

List the subject and number of the course fulfilling each area and the grade you received for that course.
Use the catalog and a copy of your transcript to complete this section

Academic Program Requirements:

List the courses required for your major as listed in the catalog.
Use the columns to indicate the unit value of the course and the grade you received.

Commencement Brochure:

Even if you do not participate in commencement (*graduation ceremony*) your name can still be included in the commencement program brochure. If you want your name included in the commencement program brochure, please indicate "Yes" and initial. If you do not want your name to be included please indicate "No" and initial. If you do not complete this section your name will be printed in the commencement program brochure.

Sign and date the petition:

Submit the completed petition to the Admissions and Records Office.

Do you have questions about what will transfer, what major you should complete, or specific questions about coursework already completed?

Please make an appointment to see a counselor.

Be aware of the deadlines for submitting petitions
(petitions received after the deadline will be processed for the following semester)