

SOUTHERN WV COMMUNITY & TECHNICAL COLLEGE

SPRING 2012

GRADUATION APPLICATION (PLEASE FILL IN COMPLETELY)

Please complete this form legibly and neatly to minimize errors. *The form is to be submitted to the campus Records Office by **November 10, 2011**. If you miss this deadline, you will have to wait until the next year's graduation sequence.* If you have not provided all necessary information or satisfied all financial obligations, you will not graduate. This includes *official transcripts* from all previous colleges, library fines, bookstore fees, outgoing Southern transcript fees, graduation application fee, etc.

First Name	Middle	Last	Maiden	Southern ID#: S
Mailing Address				Birth Date:
City	State	Zip Code		Telephone:
				Email:

Name to Appear on Diploma (**PRINT CLEARLY**):

First Name	Middle	Last
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Program of Study
Degree/Certificate
to be awarded:
 Certificate
 Assoc Arts
 Assoc Science
 Assoc App Science

List all previously
Attended Colleges:
 1) Southern WV Com Tech Coll
 2) _____
 3) _____
 4) _____
 5) _____
 6) _____

I will pick up my
diploma at the:
 Boone Campus
 Logan Campus
 Williamson Campus
 Wyoming Campus

Are you interested in job placement services/job search skills? Yes No
 If so, your name will be forwarded to Southern's Career Development Office; all information is kept confidential.

\$25 Application Fee Must Be Paid Before Diploma Will Be Awarded

By signing below, I accept full financial responsibility for payment of any graduation application fee and any other financial obligations associated with my account at Southern West Virginia Community & Technical College.

Student Signature _____ **Date** _____

CENTRAL OFFICE USE ONLY:		(AP) Entered By:		Final Status: SO CP	
Trans Ck	Trans Letter	Date:		Date:	
Hold Ck	Hold Letter	Sub Ck	GPA	HONORS Y N	
Comments					
Info Letter		Card			
Program		Diploma			