



Office of the Registrar
APPLICATION FOR DEGREE OR CERTIFICATE

INSTRUCTIONS: Turn in this form to your advisor prior to the beginning of your final term at Spoon River College.
Deadline for Applying: December completion – October 1, May completion – February 1, July completion – July 1
\*\*If you plan to participate in the graduation ceremony in May, a \$20 cap & gown fee is required when submitting this application.

A. Print your name as you wish it to appear on your diploma or certificate:

B. Name: Student ID #:

Address: Phone #:

City, State, Zip: \*\*PLEASE USE PERMANENT ADDRESS IF YOU WILL NO LONGER BE AT YOUR CURRENT LOCAL ADDRESS AFTER THE SEMESTER ENDS.

C. Will you participate in the May ceremony (please circle one)? YES\*\* NO
\*\*(\$20 cap/gown fee required at time of application)

If you plan on participating in May ceremony: Height Weight

D. Circle term you plan to complete degree/certificate requirements:

E. Degree Objective (Use a separate application for each certificate/degree being completed)

Summer / Year
Fall / Year
Spring / Year

Associate in Arts
Associate in Science
Associate of Arts and Sciences
Associate in General Studies
Associate Degree in Nursing
Associate in Applied Science in
(Program)
Certificate in
(Program)

Student Signature Date

Advisor Signature Date

FOR OFFICE USE ONLY:

Form with checkboxes for Received/Entered in CX/Excel, Evaluation completed, Letter sent, Final evaluation, Diploma mailed and a Date field.

Form with fields for Total hours, Resident hours, General Ed complete, IAI complete, Graduation GPA.

PTK: Yes No

Honors: Yes No

Date degree/certificate conferred: