



Petition for Degree / Certificate

Students: Return your completed petition to a Campus Enrollment Center or mail directly to the Office of the Registrar.

Office of the Registrar
PO Box 5966
Cleveland, OH 44101-0966

Date: _____

Tri-C ID Number

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Name _____
Last First Middle Name /Initial

* Name will appear on diploma/certificate *exactly* as it appears in my Tri-C space

Primary Phone _____ Alternate Phone _____

PLEASE INDICATE THE FOLLOWING:

I am petitioning for the following **DEGREE**:

- Associate of Arts Associate of Science Associate of Applied Science _____
- Associate of Applied Business _____ Associate of Technical Studies _____

I am petitioning for the following **CERTIFICATE**:

Short-Term Certificate in: _____

Certificate of Proficiency in: _____

Post-Degree Professional Certificate in: _____

Indicate the term for which you are petitioning.

Term: _____ Year: _____ Catalog Year (for graduation see below) _____

Catalog in Force Rule (applies to both Degree and Certificate programs)

Requirements to complete a degree are based on the **Catalog in Force** at the time of a student's first credit enrollment at Tri-C. Length of time to pursue a degree, readmission from dismissal or inactivity, or admission into a selective admission program within the College may affect the catalog year and a student's graduation audit. Questions concerning Catalog in Force can be answered by your counselor.

I have course substitutions and/or waivers approved by the Academic Dean Yes No

Please Note:

- Transcript(s) from other college(s), Course Waiver/Substitution, DD214 and Comparable Credit documentation must be received in the Office of the Registrar by the end of your petition term.
- No Degrees or Certificates will be awarded with incomplete grades.
- All debts owed to the College must be satisfied before the College will issue an official transcript, diploma, or certificate.
- Commencement information will be sent to your Tri-C email account.
- Awarding of a Certificate is contingent on verification of final term cumulative grade point average and academic status. The signed and sealed certificate of Cuyahoga Community College remains the official testimony of completion of the Certificate.

FOR OFFICE USE ONLY		
	Yes	No
Requirements Met	<input type="checkbox"/>	<input type="checkbox"/>
TM Met	<input type="checkbox"/>	<input type="checkbox"/>
Fresh Start	<input type="checkbox"/>	<input type="checkbox"/>
Honors _____	<input type="checkbox"/>	<input type="checkbox"/>
Holds _____	<input type="checkbox"/>	<input type="checkbox"/>
Campus _____ Major Code _____		

Student Signature (required) Date

Counselor/Program Manager Signature Date