STUDENT CANDIDACY FOR GRADUATION

TAFTCOLLEGE

Instructions: Please fill out all fields, including all in-progress and future courses. Print name clearly as you want it to appear on your award and email your completed application to tcgradapps@taftcollege.edu. Incomplete applications will not be accepted. **Applications received after the deadline will be processed for the following semester**.

Applying to graduate:

- ☐ Fall 2020 (Aug 24 - Oct 22)
- ☐ Spring 2021 (Jan 19 - March 11)
- ☐ Summer Grad / Spring Walker 2021 (April 5 - April 30)
- ☐ Summer 2021 (June 1 - June 30)

STUDENT NAME: _____
First   Middle   Last Name as listed in Banner

STUDENT ID: _____ PHONE #: _____

STUDENT EMAIL: _____ DATE OF BIRTH: _____

***Read and Initial each item below or candidacy will not be accepted and processed. Check for accuracy before submitting.

_____ All of my graduation requirements were completed at Taft College? **Yes** ☐ **No** ☐

_____ I will be using transfer coursework to meet graduation requirements. **Yes** ☐ **No** ☐

       If applicable, list **ALL** other colleges attended that will be used for requirements: _____

_____ I will be using Advanced Placement (AP) scores to meet graduation requirements. **Yes** ☐ **No** ☐

_____ I will be using military credit to meet graduation requirements. **Yes** ☐ **No** ☐

_____ I have petitioned to have courses waived or to substitute a course to meet graduation requirements. **Yes** ☐ **No** ☐

_____ I have submitted all relevant **official** transcripts/AP scores from other colleges/universities attended. **Yes** ☐ **No** ☐ **N/A** ☐

_____ To be evaluated for graduation, I understand that it is my responsibility to have all relevant **official** transcripts and AP scores on file and that failure to provide official transcripts/scores will result in a denial of graduation. **Yes** ☐ **No** ☐

_____ I understand that all holds and fees must be cleared before my request will be completed. **Yes** ☐ **No** ☐

_____ I am planning on transferring to a four-year college. **Yes** ☐ **No** ☐ If yes, where? _____

_____ I am planning on participating in commencement. **Yes** ☐ **No** ☐

Major code must match major list on page 2 in order to be processed. Each award will require a separate application.

APPLYING FOR: Certificate: _____   **OR**   Degree: _____
                                              MAJOR CODE   MAJOR CODE

General Education met through (check one): ☐ Local Requirements   ☐ CSU Requirements   ☐ IGETC Requirements

List all courses that are currently in progress, or that you plan to take in future terms: Please include both TC classes **AND** any classes you are taking at another school and transferring back to TC for graduation. Note that all courses that are needed for your degree **MUST** be completed by the last day of the term for which you are applying for graduation. All transfer work must be submitted on official transcripts when completed.

LIST COURSE SUBJECT AND NUMBER (ie. ENGL 1500), UNITS AND TERM. IF THE COURSE IS NOT A TC COURSE, INDICATE THE INSTITUTION.

Course Name	Units	Term	Course Name	Units	Term

By signing below, I understand all information about my graduation eligibility will be sent to my preferred email account on file with TC. By submitting your graduation petition you are hereby certifying that all information submitted above is accurate pertaining towards the completion of your degree at TC and any deviation from the original submission may affect the status of the application. You MUST notify the A&R office if any changes to your program occur that affect the completion of your degree after this application has been submitted.

Student Signature _____ Date _____

**** FOR ADMISSIONS AND RECORDS OFFICE USE ONLY ****

Catalog Year:	☐ 60 units ☐ 12 units residency ☐ 2.0 GPA ☐ Major requirements Gen Ed: ☐ TC GE ☐ CSU GE ☐ IGETC GE				

FINAL CHECK				☐ **AWARDED**	☐ **DENIED**
Earned Hours	GPA Hours	Grade Points	GPA		

Honors: ☐ Honors (3.0 - 3.49) ☐ Highest Honors (3.5 - 4.0)	Staff Initials: ☐ 1st _____ ☐ 2nd _____ ☐ 3rd _____

04/21/21 TP   ***Awards will be processed within approximately 12 weeks of the semester ending.**

2020-2021
Majors and Codes

Degrees	Codes		Certificates	Codes
Associate in Arts			**Local Certificates**	
Art	AA-ART		Administrative Services I	CC-ADM1
Business Administration	AA-BSAD		Adv Info Tech & Management	CC-IFM3
Liberal Arts: Allied Health	AA-LAAH		Child Develop Assist Teacher	CC-CHD1
Liberal Arts: Arts & Humanities	AA-LAHU		Gas Tungsten Arc Welding	CC-WTUN
Liberal Arts: Business Tech	AA-LABT		Gas Mtl Arc & Flux Core Weld	CC-WMET
Liberal Arts: Communication	AA-LACO		Management Customer Services	CC-MCSC
Liberal Arts: Health & PE	AA-LAHP		Master Teacher: Infant Develop	CC-EMTI
Liberal Arts: Math & Science	AA-LAMS		Master Teacher: School Age Care/Dev	CC-EMTC
Liberal Arts: Natural & Life Science	AA-LANL		Master Teacher: Special Needs	CC-EMTS
Liberal Arts: Natural & Phys Sciences	AA-LANP		Microsoft Office Applications	CC-MSOA
Mathematics	AA-MATH		OSH Basic Employee Safety in Gen Indus	CC-OSH
Multi-Media Journalism	AA-MULTI		Petroleum Tech Well Control & Drill I	CC-PTC1
Physical Education	AA-PHED		Petroleum Tech Well Control & Drill II	CC-PTC2
Associate in Science			Petroleum Tech Well Control & Drill III	CC-PTC3
Administrative Services	AS-ADMN		Petroleum Tech Well Control & Drill IV	CC-PTC4
CJA-Corrections	AS-CJAC		Petroleum Tech Well Control & Drill V	CC-PTC5
Court Reporting	AS-CTRP		Welding Assistant/Helper	CC-WAHE
Criminal Justice Administration	AS-CJA		**Certificate of Achievement**	
Dental Hygiene	AS-DNTL		Administrative Services	CA-ADMC
Direct Support Education	AS-DSE		Administrative Services II	CA-ADM2
Disability Services	AS-DISA		Child Development-Master Teacher	CA-EMAS
Early Care, Edu & Family Studies	AS-ECEF		Child Development- Teacher	CA-ETEA
Energy Technology	AS-ENER		Child Develop Assoc Teacher	CA-EASC
Engineering	AS-ENGR		CJA - Corrections	CA-CCJC
General Business	AS-BUSN		Court Reporting	CA-CTRA
Information Technology & Mgmt	AS-IFM2		Direct Support Education	CA-DSEA
Life Science	AS-LIFS		Early Care, Education & Family Studies	CA-ECEA
Management	AS-MANG		Early Intervention Assistant I	CA-EIA3
Occupational Safety and Health	AS-OSH		Early Intervention Assistant II	CA-EIA4
Physical Science	AS-PHSC		Management	CA-MGMT
Welding Technology	AS-WELD		OSH Midlevel Cert of Achievement	CA-OSH
Transfer – Associate in Arts			Pipe Code Welding	CA-WPIP
Art History for Transfer	AA-T ARTH		Structural Code Welding	CA-WSTR
Economics for Transfer	AA-T ECO			
Elementary Teacher Education for Transfer	AA-T TETE			
English for Transfer	AA-T TENG			
History for Transfer	AA-T THIS			
Journalism for Transfer	AA-T JOURN			
Kinesiology for Transfer	AA-T TKIN			
Psychology for Transfer	AA-T PSYCH			
Sociology for Transfer	AA-T SOC			
Spanish for Transfer	AA-T SPANISH			
Studio Arts for Transfer	AA-T TSAR			
Transfer – Associate in Science				
Administration of Justice for Transfer	AS-T ADMJ			
Biology for Transfer	AS-T TBIO			
Business Administration for Transfer	AS-T TBSA			
Early Childhood Education for Transfer	AS-T ECE			
Mathematics for Transfer	AS-T TMTH			

*This list is specific to the 2020-2021 catalog. If the degree or certificate you are working on obtaining is no longer active, please schedule an appointment with a counselor to submit your graduation application.