

STUDENT CANDIDACY FOR GRADUATION

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: <input type="checkbox"/> 60 units <input type="checkbox"/> 12 units residency <input type="checkbox"/> 2.0 GPA <input type="checkbox"/> Major requirements Gen Ed: <input type="checkbox"/> TC GE <input type="checkbox"/> CSU GE <input type="checkbox"/> IGETC GE					
FINAL CHECK				<input type="checkbox"/> AWARDED	<input type="checkbox"/> DENIED
Earned Hours	GPA Hours	Grade Points	GPA		
Honors: <input type="checkbox"/> Honors (3.0 - 3.49) <input type="checkbox"/> Highest Honors (3.5 - 4.0)				Staff Initials: <input type="checkbox"/> 1st _____ <input type="checkbox"/> 2nd _____ <input type="checkbox"/> 3rd _____	

**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.**