

Application for Graduation

Please complete the entire form, save a copy for your records, and email the form to records@gtcc.edu. Submit one application for each award requested. You must complete all requirements pertaining to your degree program as specified by the catalog. If you were given permission to take course(s) at another college to complete your graduation requirements, you must include that information with your graduation application. Final transcripts MUST be received no later than the last day of class in your graduation term. Information concerning the spring commencement ceremony (caps and gowns, invitations, line-up directions, etc.) will be sent to your email addresses on file no later than March 31. For additional information, please see the [graduation webpage](#).

First Name	Middle Name	Last Name	Maiden Name
Phonetic Spelling of Name		Expected Graduation Term	
GTCC Student ID Number or Last Four Digits of Social Security Number		Date of Birth	
Address	City	State	Zip
Cell Phone Number	Alternate Phone Number		
GTCC Email	Personal Email		

I would like to have my permanent record updated to include the name and address on this application.

I am applying for a: Degree (Two-year) Diploma (One-year) Certificate

In (Program Name): _____

(Program Code): _____

For Office Use Only	
Notes:	<div style="text-align: right; margin-bottom: 10px;">Records Processing Center</div> SGRD Entry: _____ Appl. Entry: _____ GPA: _____ Grad: _____ DOD Entry: _____ Print Date: _____