

**Admissions & Records Office
EARLY GRADUATION APPLICATION
FOR EARLY REGISTRATION OPTION**



To give students who are close to graduating an advantage in registering for classes needed in their final semester; apply for an early registration date by submitting this Early Graduation Application in the semester **before** you plan to graduate.

APPLICATION PERIODS: Application MUST be received by the deadline in order to qualify—no exceptions

- Select One: For Spring Graduation — Apply August 1-September 15
 For Summer Graduation — Apply January 15-Feb 28
 For Fall Graduation — Apply March 1-April 15

To qualify for the early registration option, students must:

1. Be currently enrolled in the district in at least 12 units for an AA/AS degree, or in at least 3 units for a certificate of achievement;
2. Have completed in the district, or at a regionally accredited institution, 30 units for an AA/AS or 9 units for a certificate, prior to the submission date of this application;
3. Currently have a 2.0 GPA;
4. Have official transcripts on file at the time of submission if you have attended other institution(s);
5. Submit this application by the deadline; late applications will not be accepted; and
6. Utilize the early registration appointment **one time only** per student.

Print clearly name as desired on the diploma/certificate- First, Middle, Last, Suffix

Address to which diploma or certificate should be mailed:

Student ID#: _____

Phone: _____

All correspondence will be sent to your InSite email:

_____@insite.4cd.edu

Select all that apply:

Applying for AA/AS degree in: _____

Certificate of Achievement in: _____

Certificate of Accomplishment in: _____

I am applying for graduation a semester early and I would like to use my one-time priority registration appointment. I understand that I am able to utilize my graduation priority registration appointment one time only and if I pursue another degree or certificate, I will not receive an additional early registration appointment at any college in the CCCCD district.

Signature: _____

Date: _____

Counter Staff Use Only:

Current Enrolled Units:	30 units completed for degree: _____ 9 units completed for certificate: _____	Current GPA:	Official Transcripts on File: Yes _____ No _____
Staff Initials:	Date Received:	Early Appointment Assigned:	

1st Eval
 GE: Met IP Not Met
 Major Met IP Not Met
 Units Met IP Not Met
 Honors Yes No _____
 Status Complete IP Denied
 Initials: _____ Date: _____

Notes:

Final Eval
 GE: Met IP Not Met
 Major Met IP Not Met
 Units Met IP Not Met
 Honors Yes No _____
 Status Complete EOS Denial
 Initials: _____ Date: _____