PETITION TO GRADUATE

ID: ____________________

Name: _______________________________________________________________________________

Your name will be printed on your diploma as it appears in our database. It is your responsibility to check your iConnect account to make sure your name is accurate. If you have a name change, please request a name change form and provide official documentation to the records office stating otherwise.

MWCC e-mail address: _________________________________________________________________

Information regarding your graduation status will be sent to your MWCC email address

This application is necessary so that the College can review your academic history, verify that all curriculum requirements have been met, and to certify your eligibility for graduation. Please list ALL degree and certificate programs you wish to be reviewed. Only those indicated below will be reviewed.

It is in your best interest to see an advisor to confirm that you have taken all the required courses to receive your certificate or diploma prior to completing this form.

Expected Graduation Date: ______May  ______August**  ______Winter***
(See reverse for diploma order processing information)

Curriculum(s) in which you intend to graduate:

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<tr>
<th>Degree</th>
<th>Certificate</th>
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Do you have transfer credit from another college?  ____Yes  ____No

If, “Yes”, list college(s): ____________________________

Student Signature: ____________________________ Date: ______________

Return completed form to the Records Office

**August graduates** will be allowed to participate in the May graduation exercises. Students who petitioned for May and were determined ineligible, have registered for those classes in the summer sessions at Mount Wachusett Community College, will be reevaluated for August graduation. All others should complete a new petition to graduate form. If you are petitioning for August graduation, please indicate the course(s) you will be completing in the summer:

________________________________________

***Winter graduates*** will be invited to participate in the graduation exercises in May.

v: 6.21.13
**Commencement Program:**

Students filing a petition after April 15th will not have their names listed in the Commencement Program. Students who have marked their files confidential will not have their name appear on the graduation program nor submitted to local newspapers. Contact the records office for information on removal of a confidentially hold.

**Diploma Order Processing:**

There is NO fee to petition to graduate.

There is a $25.00 fee to replace a diploma.

Diplomas are ordered from an outside company. The processing time is usually 6-8 weeks.

If a Petition to Graduate is submitted and approved late in the graduation cycle, the diploma will not be received at the time of graduation. Diplomas received by the college after graduation will be mailed to students as soon as they are received.

**May Graduation:**

Priority Filing dates
Prior to March 1st

**August Graduation:**

Priority Filing dates
Prior to March 1st

**Winter Graduation:**

Priority Filing dates
Prior to October 1