Solano Community College
Today's Date: _____
Petition for Certificate of Achievement

Summer 20 _____   **Fall 20** _____   **Spring 20** _____

This application should be made during the semester you are completing your final requirements. If you have missed that opportunity, you may file during any subsequent semester.

All students should meet with a counselor prior to filing a petition for degree and/or certificate to ensure they have taken the appropriate courses.

(Required) SCCID: _____   (Optional) SSN#: _____

DOB: ____ ____ ____   Tele: (____) _____   Email: _____

_____
Full name as you wish for it to appear on your certificate (PRINT CLEARLY)

_____
Mailing address to receive diploma

_____
City   *State*   *Zip*

- All related transfer (official) transcripts must be submitted/or on file to Admissions & Records at the time of petition.
- Have you met with a Counselor to confirm completion of your certificate requirements?   Yes ☐   No ☐
- Did you complete all of your graduation requirements at SCC?   Yes ☐   No ☐

	Title of Certificate Please select from the list on the back of this document	Office Use Only	
		Awarded	Denied
1.			
2.			
3.			

Please note:

There is only one Graduation Ceremony per year. It is held on the last day of the Spring Semester in May.

You may walk in the Spring Graduation Ceremony even though you have not yet received your final grades for the Spring Semester.

You will receive an invitation to the Graduation Ceremony in early May from the Associate Student Body office.

X _____
Student Signature Required

For Official Use Only

$1.00 Per Certificate Non Refundable Filing Fee Rec'd _____ (A&R Initial/Date) ☐ $15.00 Per Certificate Reprint Fee _____ (Initial/Date)

☐CASH ☐CHECK ☐ VISA/MC ☐Other **Amount Paid** _____   ☐**Charged MySolano Account Amount Charged** _____

Computer Entries: ☐ Entered in SHADEGR _____ (Initial)   Currently Enrolled: Yes   No

GPA _____   Dates of any previous diplomas _____

_____

P.Clip/Notes: _____

Typed (Initial) _____   ☐Mailed or ☐Emailed (Date) _____

Entered in Banner by _____ (initial and date)

Certificate Titles

Accounting	Early Childhood Education
Aeronautics: Airframe Maintenance Technician	Fire Technology
Aeronautics: Powerplant Maintenance Technician	Horticulture & Plant Science
Aeronautics: Airframe & Powerplant Maintenance	Human Services
Automotive Body & Repair	Industrial Education: Mechatronics
Automotive Technician	Interior Design
Biotechnology, Applied	Management
Biotechnology, Industrial	Management: Retail Management
Business, General (Transfer)	Management: Small Business Management
Business-Insurance: Property & Casualty	Marketing
Computer & Information Science: Computer Programming	Office Technology: Administrative Assistant
Computer & Information Science: Microcomputer Applications	Office Technology: Medical Office & Coding Specialist
Computer & Information Science: Web Development & Administration	Office Technology: Medical Front Office Clerk
Cosmetology	Photography, Professional
Criminal Justice: Computer Forensics	Real Estate
Criminal Justice: Corrections	Water & Wastewater Technology
Criminal Justice: Law Enforcement	Welding: Industrial Technician
Drafting and Design Technician	Welding Technician
Drafting: Survey and Civil Drafting Technician	

*If you do not see the name of the certificate you are seeking on this list, please let one of the Admissions & Records staff know.