Santa Monica College
PETITION FOR
CERTIFICATE OF ACHIEVEMENT

IMPORTANT ♦ PLEASE READ- A separate petition is required for each Certificate.

- **SPRING Petitioning Period:** **Start of Spring semester through April 30**
- **SUMMER Petitioning Period:** **Start of Summer term through July 31**
- **FALL Petitioning Period:** **Start of Fall semester through December 1**

If the deadline falls on a weekend or holiday, petitions will be accepted on the first day school is in session thereafter.

APPLYING FOR : ☐ SPRING 20__ ☐ SUMMER 20__ ☐ FALL 20__

STUDENT INFORMATION- Please print clearly
This is the address to which your information and certificate will be mailed. Print VERY CLEARLY.

LAST	FIRST	MIDDLE
LIST OTHER NAME(S) USED AT OTHER COLLEGES THAT MAY APPEAR ON YOUR RECORD		SMC ID#
ADDRESS		DATE OF BIRTH / /
		TELEPHONE NUMBER ( ) -
CITY	STATE ZIP CODE	DATE
E-MAIL ADDRESS	STUDENT'S SIGNATURE	

Are you an F-1 student? ☐ Yes ☐ No   Are you currently enrolled at SMC? ☐ Yes ☐ No

List other colleges/universities where you have completed work being used for this certificate (**OFFICIAL TRANSCRIPTS FROM EACH COLLEGE MUST BE MAILED DIRECTLY FROM OTHER COLLEGE TO SMC ADMISSIONS, 1900 Pico Blvd., Santa Monica, CA 90405**):

_____   _____   _____   _____

Have you previously petitioned for an Certificate of Achievement at SMC?   ☐ Yes ☐ No If yes, Date of last Petition: _____

Are you currently enrolled at another college/university? ☐ Yes ☐ No If so, where?_____

PLEASE SELECT __ONE__ FROM THE FOLLOWING CERTIFICATE OF ACHIEVEMENT OPTIONS:

☐ AET – Animation	☐ Business- Merchandising	☐ Ethnic Studies
☐ AET- Digital Media Level 1	☐ CIS – Computer Business Applications	☐ Fashion – Fashion Design
☐ AET – Digital Media Level 2	☐ CIS – Website Software Specialist	☐ Fashion – Fashion Merchandising
☐ Accounting	☐ CS – Computer Programming	☐ Graphic Design
☐ Accounting – Professional Accountant	☐ CS – Computer Science	☐ IAD – Interior Architectural Design Level I
☐ Broadcast Programming and Production	☐ CS – Database Applications Developer	☐ IAD – Interior Architectural Design Level II
☐ Broadcast Sales and Management	☐ CS – Web Programmer	☐ IAD – CAD Production & Design
☐ Business – Entrepreneurship	☐ Cosmetology	☐ IAD – Set Design & Art Direction for Film & TV
☐ Business- Insurance Professional	☐ ECE – Early Childhood Education	☐ Office Technology- General Office Assistant
☐ Business- Insurance Specialist	☐ ECE – Early Childhood Intervention Assistant	☐ Office Technology – Legal Administrative Assistant
☐ Business – International	☐ ECE – Early Childhood Intervention Teacher	☐ Office Technology- Medical Administrative
☐ Business- Logistics/Supply Chain Management	☐ ECE- Master Teacher	☐ Office Technology- Medical Coding and Billing Specialist
☐ Business – Management/Leadership	☐ Environmental Science	☐ Photography
☐ Business – Marketing	☐ Environmental Studies	☐ Solar Photovoltaic Installation

Revised 09/15/10