CENTRAL CAROLINA
TECHNICAL COLLEGE

Graduation Application

Associate Degree
Diploma
Certificate

CENTRAL CAROLINA
TECHNICAL COLLEGE

www.cctech.edu
506 N. Guignard Drive | Sumter, SC 29150
Phone: 803.778.1961 | Fax: 803.778.6693

FIND YOUR PATH AT CENTRAL CAROLINA TECHNICAL COLLEGE

General Instructions for Completion of Graduation Application

IMPORTANT DATES:

Fall application deadline is November 1, 2013 for December 2013 completion.
Spring application deadline is April 1, 2014 for May 2014 completion.
Summer application deadline is April 1, 2014 for August 2014 completion.

APPLICATION PROCESS:

1. Check your DegreeWorks account for program requirement. If you are applying for a different program, use the What-If section of DegreeWorks.
2. Complete the Online Graduation Application for your program.
3. A separate online application must be completed if you are applying for more than one degree, diploma, or certificate.
4. If any information on your application changes such as name or address, it is your responsibility to provide documentation to the Student Records Office as soon as possible.

TO BE ELIGIBLE FOR GRADUATION:

1. You must complete all courses required for your program as well as meet the minimum grade requirements.
2. Have at least a 2.00 GPA in all courses required for your program.
3. Complete 25% of the program required hours at CCTC.
4. Have no outstanding account balance with the college.
5. If you plan to continue taking classes after you graduate, you must complete a Program Change Form with the Admissions Office in order to continue your Financial Aid.

GRADUATION ANNOUNCEMENTS, CAPS AND GOWNS:

Central Carolina Technical College Bookstore will have information regarding announcements, caps, and gowns.

TO GRADUATE WITH HONORS:

Graduation Honors will be calculated based on the cumulative GPA. Students achieving a cumulative 3.900 to 4.0 GPA will be recognized as Summa Cum Laude, a 3.700 to 3.899, Magna Cum Laude, and a 3.500-3.699, Cum Laude.

Central Carolina Technical College holds a Spring Commencement Ceremony in May of each year.
Graduates from December of 2013 through August of 2014 are encouraged to participate.

CENTRAL CAROLINA
TECHNICAL COLLEGE

FIND YOUR PATH AT CENTRAL CAROLINA TECHNICAL COLLEGE

All candidates for degrees, diplomas, or certificates, to be awarded in a current academic year must complete the Online Graduation Application. Any candidate applying for more than one degree, diploma, or certificate must submit an additional application online.

PLEASE PRINT CLEARLY

Applicant's College ID C_____

SPECIAL NOTE CONCERNING NAME: The name listed on your academic records (CCTC computer system) is the name that will appear on your diploma. If incorrect, a Name Change Form must be completed at the Student Records Office. You must provide a copy of your social security card and picture ID for proof of name change.

Name _____ _____ _____ _____
 Legal Last Name   Legal First Name   Legal Middle Name   (Suffix - Jr. II, III, etc.)

Address _____ _____ _____ _____
 Street or PO Box   City   State   Zip

SPECIAL NOTE CONCERNING PHONE NUMBER: The telephone number currently listed on your academic records is where you will be contacted when your diploma is ready. If this information is incorrect, make telephone number and address change through your MyCCTC Account.

Permanent phone (____) _____ Present daytime/work phone (____) _____
 Area Code   Phone   Area Code   Phone

Personal e-mail address _____

Program_____ Degree _____ Diploma _____ Certificate _____

What is your anticipated Graduation term?_____

Do you plan to participate in May Commencement Ceremony? ❏ Yes   ❏ No
If yes, do you require any special accommodation? _____

Do you plan to enroll in another program of study at CCTC? ❏ Yes   ❏ No
If yes, what is your new program of study? _____

I certify that all statements answered on this application are true and complete to the best of my knowledge.

Signature _____ Date _____ / _____ / _____

For Registrar's Office Use Only

Program: _____ Major: _____ Term Code: _____ Term Date: _____ Honors: _____ Certified: _____ Printed: _____
Mailed/Given: _____ Notes: _____ Name Card: _____

Programs of Study

ASSOCIATE DEGREE:

Program Title

Associate Degree in Arts

Associate Degree in Science

Other (Specify) _____

ASSOCIATE DEGREE IN APPLIED SCIENCE:

Program Title

Associate Degree in Applied Science • Major in Accounting

Associate Degree in Applied Science • Major in Administrative Office Technology

Associate Degree in Applied Science • Major in Computer Technology

Associate Degree in Applied Science • Major in Criminal Justice Technology

Associate Degree in Applied Science • Major in Early Care and Education

Associate Degree in Applied Science • Major in Engineering Graphics Technology

Associate Degree in Applied Science • Major in Environmental Engineering Technology

Associate Degree in Applied Science • Major in General Technology

Associate Degree in Applied Science • Major in Human Services

Associate Degree in Applied Science • Major in Management

Associate Degree in Applied Science • Major in Natural Resources Management

Associate Degree in Applied Science • Major in Nursing (ADN)

Associate Degree in Applied Science • Major in Paralegal

DIPLOMA IN APPLIED SCIENCE:

Program Title

Diploma in Applied Science • Major in Administrative Support

Diploma in Applied Science • Major in Early Childhood Development

Diploma in Applied Science • Major in Medical Assisting

Diploma in Applied Science • Major in Nursing (PN)

Diploma in Applied Science • Major in Surgical Technology

CERTIFICATE:

Program Title

Accounting Specialist

Advanced CNC Programming

Advanced Heating and Air Conditioning

Advanced Mechatronics Technology

Advanced Pipe Welding

Automotive Diagnostic Technology

Automotive Technology

Basic Air Conditioning and Heating

Basic Machining and CNC Fundamentals

Basic Mechatronics Technology

Computer Specialist

Early Childhood Development

Environmental, Health and Safety

General Education

Gerontology

Human Services

Infant and Toddler Care

Information Processing

Internetworking - Cisco

Massage Therapy

Medical Records Coding

Pharmacy Technician

Water Operator

Wastewater Operator

Welding

Other (Specify) _____