



GRADUATION AND TRANSFER INFORMATION

- Applications must be submitted to receive the following:
 - Associate in Arts (AA) Degree
 - Certificate of Achievement (CA)
 - Certificate of Proficiency (CP)
 - CSU General Education Certification (For transfer to the CSU System)
 - IGETC Certification (For transfer to either the CSU or UC System)
- Applications must be received in the Evaluations Office (SSC-40) by the deadline dates listed below.

<u>If completing requirements in:</u>	<u>Apply by:</u>
Spring semester.....	February 28 th
Summer session	June 30 th
Fall semester	September 30 th

- Official transcripts must be on file in the Records Office before your Application for Graduation or Transfer Certification will be processed, with the exception of Certificates of Proficiency, which must be completed entirely in residence at Palomar College. **NOTE:** If transcripts are not received within one month of the application deadline, you must re-apply for graduation for the following semester.
- If you are currently enrolled in classes at another institution please submit a copy of your registration or a work-in-progress transcript. Final transcripts must be submitted when grades are posted at that college/institution.
- You will receive a response to your application by mail. Evaluation worksheets listing your requirements are mailed out continuously during the semester as they are processed.
- Our graduation ceremony for AA Degree and Certificate of Achievement recipients is held each May. It includes the previous Summer and Fall graduates, and the current Spring applicants. Information regarding the Commencement Ceremony will be mailed out in April.
- AA Degrees and Certificates will be mailed approximately 6 weeks after the end of the semester. The name on your degree/certificate will be printed as you list on your Application. The degree/certificate will be mailed to the address listed on your Application. Please keep us informed of any changes in your address or phone number.
- We strongly recommend you meet with a Counselor to review the general education and program requirements to make sure you are ready to graduate. You will not receive your evaluation worksheet in time to add any deficient classes. It is ultimately the student's responsibility to ensure completion of all requirements.