



1140 West Mission Road
 San Marcos, CA 92069
 Phone: (760) 744-1150, Ext. 2165
 Fax: (760) 744-2932

Evaluations Office
 Enrollment Services

Petition for Noncredit Certificate of Completion

NAME: The name on your certificate will appear EXACTLY as it appears in your Palomar College eServices. To change your name, obtain and submit the Student Data Change form in-person at the Admissions Office, located in the Student Services Center at San Marcos or in the main lobby at the Escondido Center. Changes to name, date of birth, or social security number will require legal picture ID and social security card.

MAILING ADDRESS: Your certificate will be sent to your mailing address as listed in Palomar College eServices. If you have an address change, you must update your mailing address in your student eServices account. We do not assume responsibility for certificates sent to the wrong address. Duplicate certificates may be purchased through the Evaluations Office. There is a charge of \$15.00 each per duplicate certificate.

 Last Name First Name MI

 Palomar ID #

Email (used for program status notification)

 Area Code/Telephone #

 Date of Birth

I plan to graduate (check one):

- Fall Fall term candidates must submit petition by **September 30th**
 Spring Spring term candidates must submit petition by **February 28th**
 Summer Summer term candidates must submit petition by **June 30th**

I am applying for:

Certificate of Completion (CN)

Program(s): _____

Program(s): _____

Have you applied previously? Yes No

Please Note: Certificates of Completion are not conferred at the annual Commencement Ceremony, nor do they appear on the transcript.

Email address to be used for graduation status notification (**please check one**):

- Personal email address Palomar email address

 Student Signature

 Date