![Solano Community College logo]

Solano Community College
Petition for Certificate of Achievement
(Note: Job Direct Low Unit Certificates have their own form.)

Rec'd By: _____ Via: _____

Note to Applicant issued: Yes ☐ No ☐

Date: _____

READ information below before completing application. Check for accuracy before submitting.

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

Checklist:

- Have you met with a Counselor to confirm completion of your certificate requirements?   Yes ☐ No ☐
- Did you complete **all** of your certificate requirements at SCC?   Yes ☐ No ☐
  If No, list other colleges attended: _____
- All relevant **official** transcripts from other colleges are on file with Admissions & Records.   Yes ☐ No ☐ N/A ☐
- Did you submit a Substitution/Waiver of Requirements Petition?   Yes ☐ No ☐ N/A ☐

*If the address on your permanent record does not match the address you list on this form, may we have permission to update your record?
    Yes ☐   No ☐

Degree Completion Term: Summer ☐ Fall ☐ Spring ☐ **Year:**	
(Required) SCCID:	
Last Name in System:	**First Name in System:** **MI**
Date of Birth:	**Phone: Area Code + #**
Name as you would like it printed on your diploma:	
Address: **City:** **State:** **Zip:**	

Are **official** High School Transcripts, **Foreign Transcripts (third party evaluated)**, AP, ACT, or SAT test scores being used to fulfill the UC IGETC language requirement turned in to Admissions & Records? ☐ Yes ☐ No

Please note if applying for (ADT's) list all on one form. List all other degrees on another form.	Office Use Only		
	Bulletin Acad.Yr.	Awarded	Denied
1. (CA)			
2. (CA)			
3. (CA)			
4. (CA)			
5.			
6.			

I certify that the information contained in this application is true and accurate to the best of my knowledge. I understand incomplete applications will be denied.

X _____
Student's Signature required

FOR OFFICE USE ONLY

_____   _____
  Entry Catalog   Exit Catalog

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

Dates of any previous diplomas   **GPA**

_____ SCC _____

_____ Transfer _____   Posting: ☐ SHAPCMP ☐ SHADEGR

_____ Total _____   Typed by: (Initial) _____

P.Clip/Notes: _____   ☐ Emailed Student: (Date) _____

Evaluation Proofed by: _____ Date: _____   Final Review and Entered in Banner by _____ (Date)_____