

# PROCESS TO APPLY FOR CERTIFICATE OR DEGREE

To apply for a Degree/Certificate you **MUST** make an appointment with a counselor. To make an appointment please visit the Counseling Center located in Building 100 or call (760) 355-6543.

Request official transcripts be sent directly to the Admissions and Records Office from every college or university you have attended (except IVC), which have not been received previously. Official copies of Advanced Placement (AP) scores for which you wish credit also must be on file.

**ALL OFFICIAL TRANSCRIPTS MUST BE RECEIVED BEFORE YOUR FINAL DEGREE EVALUATION IS COMPLETED BY THE ADMISSIONS AND RECORDS OFFICE.**

## AA-T/AS-T VERIFICATION

The AA-T/AS-T Verification to the CSU is completed online by our A&R evaluators if the Associate Degree Application is received prior to the deadline date noted below:

	To be Granted Degree <b>AND</b> Participate in Commencement	To be Granted Degree and <b>NOT</b> Participate in Commencement	AA-T/AS-T Verification Deadline
Fall Semester	December 12, 2020	December 12, 2020	AS stated on <b><u>E-VERIFY</u></b>
Winter Intersession	February 4, 2021	February 4, 2021	
Spring Semester	April 30, 2021	April 30, 2021	
Summer Session	April 30, 2021	July 29, 2021	

## GRADUATION CEREMONY

Degrees are awarded at the end of each term: Fall, Winter, Spring and Summer. The Commencement Ceremony is scheduled for **Saturday, June 12, 2021.**

The following may participate in the Commencement Ceremony: Students who have been awarded degrees the previous Fall or Winter terms, and those who have met the deadlines above to apply for degrees for Spring and Summer.

Only Degree applications are eligible for Commencement participation –not certificates. Student Affairs will send you more information in February 2021 If you applied for a DEGREE and plan on participating in Commencement.

If you have any questions concerning Commencement, please call (760) 355-6455.

