



HOUSATONIC COMMUNITY COLLEGE

GRADUATION APPLICATION

Please submit this application to the Registrar's Office with
A copy of your Degree Works Evaluation

Print NEATLY & CLEARLY Your Name Exactly As You Wish To Have It Appear On Your Diploma.
Any Misprinted Names Will Require A New Order And A Fee.

NAME: _____
FIRST MIDDLE LAST

ADDRESS: _____
STREET CITY STATE ZIP

Check here to update address if different from our records/system

BANNER ID #: _____ PHONE #: _____ - _____ - _____

E-MAIL: _____

PROGRAM: _____ DEGREE: _____ CERTIFICATE: _____

GRADUATION DATE: YEAR – 20 ____ SPRING: ____ SUMMER: ____ FALL: ____

Will you require a Summer/Fall course to complete your program requirements? Yes: ____ No: ____

If yes, you must have NO more than 2 classes remaining to attend May Commencement.

Perspective Grads with 1 or 2 outstanding courses must **REGISTER** and **PAY** for classes prior to submitting application.

Are you a Veteran? Yes: ____ No: ____ If Yes Please circle ONE of the following below:

Air Force Army Marines Navy Coast Guard National Guard

IMPORTANT INFORMATION

IF YOU ARE USING TRANSFER CREDITS PLEASE CHECK YOUR TRANSCRIPT.

YOU MUST MEET THE MINIMUM REQUIREMENT OF 2.00 GPA TO GRADUATE.


ANY COURSE SUBSTITUTIONS OR WAIVERS MUST BE DOCUMENTED BY A DEPARTMENT CHAIRPERSON AND SUBMITTED TO THE REGISTRARS OFFICE BY MID-TERM OF THE SEMESTER YOU WISH TO GRADUATE. THIS DOCUMENTATION IS PART OF YOUR PERMANENT GRADUATION FILE.

I ACKNOWLEDGE THAT BY SIGNING THIS APPLICATION I GIVE HCC PERMISSION TO PRINT MY NAME AND ACADEMIC MAJOR IN THE COMMENCEMENT BROCHURE AND HAVE MY ACADEMIC MAJOR ANNOUNCED AT THE GRADUATION CEREMONY IF I CHOOSE TO ATTEND, ALONG WITH ANY APPROPRIATE PRESS RELEASES.

SIGNATURE: _____

DATE: _____

Directons for DegreeWorks Evaluation (through myCommNet)

NEW!

DegreeWorks
ADVISE. PLAN. GRADUATE

Easy as 1-2-3!

*Do you need help deciding which classes to **REGISTER** for?*


*Want to know what **PROGRESS** you have made in your degree?*


*Want to know what courses you need to **GRADUATE**?*


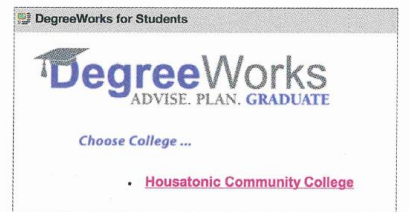
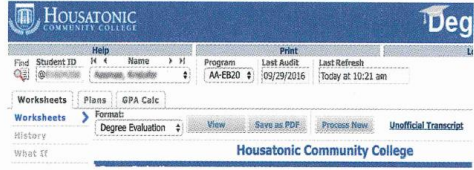
Degree Works can help!

- 1 Login to **myCommNet**
<http://my.commmnet.edu>
- 2 Look for the **Degree Works** window on your main tab
- 3 Click on the **HCC** link to get the answers!

See reverse for more info ...


HOUSATONIC
COMMUNITY COLLEGE


DegreeWorks
ADVISE. PLAN. GRADUATE

1. Login to **myCommNet** using your NetID (ex:12345678@student.commmnet.edu) and password.

2. Look for the **Degree Works** window on your main tab. If you attend more than one community college you will see other schools listed.

3. Click on the **HCC** link to get the answers! You will go directly to your degree evaluation where you can see details of your studies!


How-to Videos, FAQs, and more!

www.housatonic.edu/DegreeWorks

1. Sign on to your myCommNet account by entering your NET ID and Password
2. Click on HCC if applicable
3. Click on the DegreeWorks Window on the main screen
Note: If you have attended more than one community college, those colleges will also be listed
4. Click on the HCC link to start you DegreeWorks Evaluation
5. Print out your evaluation and attach it to a completed graduation application

To evaluate another program, please click on **What If Analysis**

Areas that are **NOT MET** need to be completed

Please speak with your assigned program advisor or counselor for proper course selection