

- Check the current graduation application deadlines.
- Students should meet with their Program Advisor or Student Success Coach prior to filling out the degree application. Follow the link to Schedule an Advising Appointment. (<https://www.whos-next.com/olympic/appointments/>)
- Note: Diplomas will not be issued if an outstanding debt is owed to the college.
- Diplomas will be mailed to the address on file approximately 6-8 weeks after grades have posted for the term.
- **Graduation Application Fee (non-refundable):**
 - \$30 for first degree
 - \$10 additional degree(s) in the same quarter OR \$30 if not in the same quarter.
- For more information, please visit the Graduation Page on our website. (<https://www.olympic.edu/current-students/graduation/graduation-approval-process>)
- To change your contact and mailing information, please visit your Student Homepage in ctcLink.

OFFICE USE ONLY:

Term: _____

Degree: _____

Status: _____

Honors GPA: _____

Notes:

PRINT OR TYPE YOUR NAME: _____

CTCLINK ID NUMBER: _____

Your diploma name will be your name listed in ctcLink. If you want a different name on your diploma, please follow the link on our Graduation page to change it.

Email: _____

****If you wish to receive your high school diploma along with your degree, please see reverse side of this form.****

Please check the appropriate degree.

QR FOR DTA ONLY

Associate in Arts-DTA



Associate in Business-DTA

Associate in Pre-Nursing-DTA

Associate in General Studies - **All Signatures Required**

Associate in Science - **Signed Faculty Advisor Worksheet with this application.**

Track 1:

Track 2: Option 1 Option 2 Option 3

Catalog Year:

Students may graduate under the current catalog or any of the past seven years' catalogs, if they were enrolled during the time the catalog was in effect.

Term Completion:

Summer ____ Winter ____

Fall ____ Spring ____

Associate in Applied Science (AAS) or Associate in Applied Science-Transfer (AAS-T): **ALL Signatures Required**

- Name of Program: _____ (Degree Title as Exactly Listed in the Catalog)

Associate in Technical Arts: **ALL Signatures Required**

- Name of Program: _____ (Degree Title as Exactly Listed in the Catalog)

I understand that I am responsible for ensuring that I have met all of the requirements for the degree indicated above.

Please refer to the appropriate catalog for specific requirements.

DATE

STUDENT SIGNATURE

Program Advisor **and** Division Signature is **required** for Associate in Technical Arts, Associate in Applied Science, Associate in Applied Science Transfer, Associate in Fine Arts, and Associate in General Studies. **Only** a Program Advisor signature is required for the Associate in Science.

PROGRAM ADVISOR SIGNATURE and DATE

DIVISION DEAN SIGNATURE and DATE

*Effective July 28, 2019

A community or technical college may issue a high school diploma or certificate as provided under RCW 28B.50.535[2019 c 269 § 1; 2017 c 93 § 1; 2009 c 524 § 2; 2007 c 355 § 2; 1991 c 238 § 58; 1969 ex.s. c 261 § 30.]

An individual sixteen years or older or enrolled through the option established under RCW 28A.600.310 through 28A.600.400, who satisfactorily completes an associate degree through a community or technical college, including an associate of arts degree, associate of science degree, associate of technology degree, or associate in applied science degree, shall be awarded a diploma from the college upon written request from the student.

If you wish to receive your high school diploma, please check the box below. **An additional \$10 fee is required.** (You may not use this option if you have already obtained a high school diploma, or if you intend to receive one from your high school, this option is available if you already have a GED.)

I have completed an associate degree from Olympic College and wish to receive a high school diploma.