

OFFICE USE ONLY

Date Received _____ by _____

Paid: Y N

Paid by: __Check__Cash__Credit Card

Degree/Cert _____

GPA _____

Honors: __Purple __Gold __None

Grad Date _____

Posted _____ By _____

Butler Community College APPLICATION FOR DEGREE/CERTIFICATE

Application Deadlines:

December/Fall - **November 20** May/Spring - **March 20** July/Summer - **July 20**

Semester applying for: Year _____ Fall Spring Summer

**Fee by deadlines noted \$25; a \$10 late fee will be added after noted deadlines.
Degree/Certificate Applying For:**

Associate in Art (AA) _____ **Major** _____

Associate in Science (AS) _____ **Major** _____

Associate in Applied Science (AAS) _____ **Major** _____

Associate in General Studies (AGS) _____ **Major** _____ Liberal Arts _____

Certificate in _____

*This application **must** be accompanied by a final degree/certificate check from an advisor. Applications not filled out completely will be returned unprocessed.*

ON THE LINE BELOW, PRINT YOUR NAME EXACTLY AS YOU WANT IT TO LOOK ON YOUR DIPLOMA OR CERTIFICATE.

NAME: _____ **PHONE** (____) _____

PRINT

BCC ID or Social Security #: _____ **PHI THETA KAPPA (PTK) MEMBER:** Yes ___ No ___

CURRENT ADDRESS: Street _____

City _____ State _____ Country _____ Zip _____

ADDRESS WHERE YOU WANT DIPLOMA/CERTIFICATE MAILED: Street: _____

City _____ State _____ Country _____ Zip _____

HOW CAN YOU BE REACHED AFTER YOUR GRADUATION FROM BUTLER?

EMAIL _____ **PHONE** _____

DO YOU PLAN TO ATTEND THE GRADUATION CEREMONY? No Yes

LIST ALL POST SECONDARY SCHOOLS YOU'VE ATTENDED: _____

TO BE ELIGIBLE TO RECEIVE A DEGREE OR CERTIFICATE, ALL TRANSCRIPTS OF PRIOR HOURS EARNED AT OTHER INSTITUTIONS MUST BE ON FILE IN THE REGISTRAR'S OFFICE.

I realize that a non-refundable fee of \$25 (plus any applicable late fee) must be paid before I receive my diploma/degree/certificate. If I do not qualify for graduation at this time, I may fill out a new application and reapply at no charge.

Signature _____ Date _____