

# Attention Potential Spring Graduates!

Planning to receive a degree or certificate this spring? See **YOUR** counselor **AND** complete an application to graduate!

Applications for Associate Degrees for Transfer due **FEBRUARY 15**

Applications for all other Associate Degrees due **MARCH 30**

## THREE STEPS TO RECEIVE A DEGREE:

1. Make an appointment with counselor
2. Complete an application to graduate
3. Submit application to Admissions and Records by February 15 for an associate degree for transfer, or by March 30 for all other degrees.

## TO RECEIVE A CERTIFICATE:

### If Hancock is the **ONLY** college you attended:

1. Complete application for certificate
2. Attach DegreeWorks audit
3. Submit application to Admissions and Records by March 30

### If you attended other colleges

1. Make an appointment with counselor
2. Complete application for certificate
3. Submit application to Admissions and Records by March 30

\*\*\*\* Schedule an appointment with your counselor in either the Counseling office, EOPS, LAP, UTC, MESA, STEM, CAN, or the Career Center. Questions? Contact the Admissions and Records office at (805) 922-6966 ext. 3248

