

CCS Administrative Procedure

4.10.01-B Graduation

Implementing Board Policy [4.10.01](#)

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1.0 Purpose

Students must apply for graduation and have their credits evaluated for the requirements of their respective degrees.

Students must apply or otherwise indicate to the college(s) they wish to have their academic record evaluated and to have an academic credential verified. This procedure outlines many of the requirements to do so and the conditions pertinent to commencement ceremonies.

2.0 Limitations and Requirements

2.1 The awarding of degrees/certificates recognizes that a student has successfully completed the required coursework and other requirements for a given program of study.

3.0 Graduation Requirements

Students seeking a four-year degree, two-year degree or a one-year certificate must file a Graduation Application.

3.1 Students should apply for a degree when they have completed 50 percent (50%) of the degree requirements.

4.0 Honor Cords

Students who achieve the following grade point averages (GPA) will be designated as graduating with honors and will be awarded honor cords to wear at commencement.

4.1 A cumulative GPA of 3.5 and above in completion of career and technical degrees/certificates and a college-level GPA of 3.5 and above in completion of an associate of arts degree. Only courses taken at the student's respective granting institution are calculated into the cumulative GPA.

5.0 Graduation Ceremonies

5.1 Graduation ceremonies are held in June. Students completing their degree requirements at other times during the year are encouraged to participate in these activities.

5.2 Students who finish their degree requirements during the subsequent summer quarter may participate in the June ceremony.

5.3 Participation in the commencement ceremony does not guarantee completion of a degree and/or certificate.

6.0 Related Information

CCS Administrative Procedure [4.10.01-A, Degrees and Certificates](#)