# Lincoln Land Community College
# Graduation Application

***Demographic Information*** — Please print name ***exactly*** as you wish it to appear on your diploma.

Name: _____ Student ID# or SS# _____

Indicate ***any*** other names you have used while attending other institutions: _____

## Instructions

Applying for graduation is the student's responsibility; graduation is not automatic. Prospective graduates must submit this form to the Office of Admissions and Records by the deadline (noted below) for the term in which all graduation requirements will be completed. Complete one form for each degree or certificate for which you are applying.

Prior to submitting this form, please see an academic advisor for a degree audit to ensure you have met all requirements for your program. Admissions and Records staff will conduct the final degree audit after grades are in for your last term.

All graduates are encouraged to participate in the commencement ceremony held each spring. Information regarding commencement and related deadlines will be posted at www.llcc.edu in January.

## Application Deadlines

| | |
|---|---|
| For Fall Graduates: | December 1 |
| For Spring and Summer Graduates to be considered for departmental honors: | March 1 |
| Last date to be guaranteed your regalia size and inclusion in commencement program and news release: | April 15 |
| For Spring Graduates: | May 1 |
| For Summer Graduates: | July 15 |

Lincoln Land Community College

***Contact Information —*** Note: This is the address where all degree and/or certificate information will be mailed. You must notify our office if you wish to change the address in the future.

Address: _____ City/State/Zip: _____

Phone:__(_____)_____ E-mail Address: _____

***Program/Catalog Information —*** Check the term and write the year in which you will complete your degree or certificate:

_____ Fall Semester _____ Spring Semester _____ Summer Semester / Year: _____

- Academic program code (degree/major field of study). Select from the choices given on the back of this form and then write the proper program code here:_____.

- Catalog used. Please write the catalog by which you wish to be evaluated (i.e., 2011-2012 catalog): _____.

***College/University and Program Change Information***

- Colleges attended. List all colleges and universities other than Lincoln Land Community College that you have attended if you wish to apply that external coursework toward your degree or certificate program.

_____

- Approved Program Change Petitions. (Does not apply to AA or AS degrees.) List all of the approved Program Change Petitions that you have on file with the Office of Admissions and Records (students with approved PCPs have already been notified in the form of a letter).

| ***Required course(s)*** | ***Substituted course(s)*** |
|---|---|
| _____ | _____ |
| _____ | _____ |

I understand that withholding information requested on this application or giving false information may make me ineligible for graduation. I certify that the above statements are correct and complete.

Signature: _____ Date: _____

As a student at LLCC, I was aware of the college's Behavior Intervention Team (BIT).

❑ Yes ❑ No

As a student at LLCC, I was aware of the Student Government Association (SGA), the official governing body for students.

❑ Yes ❑ No

As a student at LLCC, I was aware of the Learning Lab and the free services it offers.

❑ Yes (go to question a) ❑ No

a. I used the Learning Lab services while a student at LLCC.

❑ Yes ❑ No (go to question b)

b. I did not use the services because (check all that apply):

❑ I did not think I needed any academic assistance such as tutoring, study skills, etc.

❑ Service schedules of availability did not coordinate with my schedule.

❑ I did not have any available time.

❑ I was uncomfortable asking for assistance.

❑ I did not know how to access the free services.

❑ Other:_____

## For office use only

| Group I (COM) | Group II (SOC SCI) | Group III (HUM) | Group IV (SCI/MAT) | Group V (Elect) |
|---|---|---|---|---|
| SPE _____ | ANT_____ POS _____ | LIT _____ HWC_____ | LAB _____ | _____ _____ _____ |
| COM _____ | ECO_____ PSY _____ | F.L._____ PHI _____ | Other_____ | _____ _____ _____ |
| _____ | GEG_____ SOC_____ | F.A._____ | MAT _____ | _____ _____ _____ |
| | HIS _____ | | | _____ _____ _____ |
| Totals:_____ | _____ | _____ | _____ | _____ |

Total Transfer Hours:_____

| Group I (COM) | Group II (SOC SCI) | Group III (HUM) | Group IV (SCI/MAT) | Group V (Elect) |
|---|---|---|---|---|
| SPE _____ | ANT_____ POS _____ | LIT _____ HWC_____ | LAB _____ | _____ _____ _____ |
| COM _____ | ECO_____ PSY _____ | F.L._____ PHI _____ | Other_____ | _____ _____ _____ |
| _____ | GEG_____ SOC_____ | F.A._____ | MAT _____ | _____ _____ _____ |
| | HIS _____ | | | _____ _____ _____ |
| Totals:_____ | _____ | _____ | _____ | _____ |

Total LLCC Hours:_____

LLCC Courses in Progress:

Total Hours:_____

Total transfer, LLCC, and in progress hours:_____

Evaluator comments:

Notes: Residency requirement met: _____Yes _____No POS 101/201 or POS requirement met: _____Yes _____No

| | Attempted hours: | Earned hours: | Grade points: | GPA: |
|---|---|---|---|---|
| Transfer: | _____ | _____ | _____ | _____ |
| LLCC: | _____ | _____ | _____ | _____ |
| Subtotals: | _____ | _____ | _____ | _____ |
| In progress: | _____ | _____ | _____ | _____ |
| Grand totals: | _____ | _____ | _____ | _____ |

Status: Pending_____ Graduate_____ Non-graduate_____

Evaluator initials:_____ Date:_____

Evaluator initials:_____ Date:_____

Evaluator initials:_____ Date:_____

## Associate in Arts (AA), Associate in Science (AS) or Associate in Arts in Teaching (AAT) program codes:

Accounting - AS.ACCT
Agriculture - AS.AGRI
Architecture - AA.ARCH
Art - AA.ART
Biology - AS.BIOL
Business Administration - AS.BUSAD
Chemistry and Chemical Engineering - AS.CHEM
Pre-Clinical Lab Science - AS.MEDT
Communication - AA.COM
Computer Programming - AS.CSCI
Criminal Justice - AA.CRJ
Pre-Dental - AS.PDEN
Early Childhood Education - AA.ECHED
Early Childhood Education - AAT.ECE
Economics - AS.ECON
Elementary Education - AA.ELED
Foreign Language - AA.FORL
Pre-Forensic Science - AS.PFSCI
GeoSciences - AS.GEOSC
Graphic Design - AA.GRDSN
History - AA.HIST
Journalism - AA.JRNL
Law Enforcement - AA.LAW
Pre-Law - AA.PLAW
Liberal Arts - AA.LBA
Liberal Arts - AS.LBA
Literature - AA.LIT
Mathematics - AS.MATH
Pre-Medical - AS.PMED
Music - AA.MUSC
Nursing transfer to St. John's - AS.PNUR
Pre-Pharmacy - AS.PPHAR
Philosophy - AA.PHIL
Physical Education - AS.PHED
Physics - AS.PHYS
Political Science - AA.POSC
Psychology - AA.PSYC
Secondary Education - AA.SECED
Sociology - AA.SOCL
Special Education - AAT.SPCED
Speech - AA.SPCH
Theatre - AA.THEA
Pre-Veterinary - AS.PVET
Women's Studies - AA.WMST

## Associate in Fine Arts (AFA) and Associate in Engineering Science (AES) program codes:

Engineering - AES.ENGR
Art - AFA.ARTST
Music Performance - AFA.MUSIC

## Associate in Applied Science (AAS) program codes:

Accounting - AAS.ACC
Administrative Assistant/Office Professional - AAS.ADMIN
Agri-Business Management - AAS.AGBUS
Airframe and Powerplant Aviation Mechanics - AAS.AMECH
Applied Computer Programming - AAS.CISPR
Architecture and Construction Technology - AAS.ACT
Associate Degree Nursing - AAS.ADN
Associate Degree Radiography - AAS.RADI
Associate Degree Surgical Technology - AAS.ADST
Auto Body Technology - AAS.ABODT
Automotive Technology - AAS.ATEC
Aviation Management - AAS.AMGMT
Business - AAS.BMGT
Commercial Electrical Maintenance - AAS.CEM
Computer Information Systems/Networking - AAS.CISNT
Construction Occupations - AAS.CONST
Criminal Justice - AAS.SCJ
Customized Applied Technology - AAS.CAPTC
Early Childhood Education - AAS.CHDV
Electrical Distribution Lineman - AAS.EDLM
Electronics Technology - AAS.ETEC
Emergency Medical Services - AAS.EMS
Fire Science Technology - AAS.FISCI
Graphic Design Technology - AAS.GRDST
Hospitality Management and Services - AAS.HMS
Landscape Design/Turf Management - AAS.LDTM
Law Enforcement - AAS.LAW
Legal Office Assistant - AAS.LOA
Medical Office Assistant - AAS.MOA
Microcomputer Applications and Systems - AAS.MSYS
Networking Administration - AAS.NTWA
Networking Technician - AAS.NWT
Occupational Therapy Assistant - AAS.OTA
Paraprofessional Education - AAS.PARED
Precision Agronomy/Fertilizer - AAS.AGFER
Structural Steel Detailing - AAS.STRSL

## Associate in General Education (AGE) program codes:

Electroneurodiagnostic Technology - AGE.END
Liberal Arts - AGE.LBA
Respiratory Care - AGE.RCP

## Certificate of Achievement (30 or more hours) program codes:

Architecture and Construction - CA.ARTCN
Automotive Technician - CA.AUT
Aviation Airframe Technician - CA.ATECH
Aviation Powerplant Technician - CA.PPTCH
Construction Occupations - CA.CONST
Cosmetology - CA.CSMTL
Culinary Arts - CA.FDBV
Digital Multimedia Technology - CA.DMT
Electrical Distribution Lineman Maintenance - CA.EDLMM
Electronics Technology - CA.ETEC
Emergency Medical Technician-Paramedic - CA.EMTP
Entrepreneurship - CA.ENTPR
Heating, Ventilation, Air Conditioning & Refrigeration - CA.ACRH
Lodging Management - CA.HMMGT
Medical Coding Specialist - CA.CODE
Networking Technician - CA.NWT
Practical Nurse - CA.PRN
Surgical Technology - CA.SRGT
Web Authoring and Design - CA.WEB
Welding Specialist - CA.WELSP

## Certificate of Completion (less than 30 hours) program codes:

Advanced Computer Application Skills - CC.WPGS
Applied Security Practices - CC.SECU
Auto Body Repair - CC.ABOD
Baking and Pastry - CC.PSTRY
Basic Computer Applications Skills - CC.BCAS
Basic Nurse Assistant - CC.CNA
CAD Technician - CC.CADT
Certified Firefighter II - CC.FRFT
Certified Firefighter III - CC.CFIII
Cisco Network Administration Training - CC.CISCO
Commercial Electrical Maintenance - CC.CEM
Community Police Officer - CC.CPO
Computer Programming Database - CC.CPDB
Computer Programming Development - CC.COMP
Computer Technician Specialist - CC.CTECS
Database Applications - CC.DBAPS
E-Business - CC.EBUS
Emergency Medical Technician- Basic - CC.EMTB
EMS Lead Instructor - CC.EMSIN
Fire Apparatus Engineer - CC.FRAPE
Fire Prevention Principles - CC.FRPRV
Fire Service Instructor I - CC.FINI
Fire Service Instructor II - CC.FINII
Fire Tactics and Strategy I - CC.FTACT
Haz. Materials for the First Responder - CC.HAZMT
Help Desk I - CC.HPDKI
Help Desk II - CC.HPDK
Intermediate Computer Application Skills - CC.ICAS
Juvenile Firesetter Intervention Specialist - CC.JUVFS
Landscape Design/Turf Mgmt. - CC.LDTM
Leadership - CC.SUMA
Legal Office Assistant - CC.LOA
Management - CC.BGMT
Medical Office Assistant - CC.MOA
Microcomputer Applications and Systems - CC.MSYS
Networking Administration - CC.NTWA
Office Aide/Office Assistant - CC.OAOA
Office Support Specialist - CC.OSS
Presentation and E-mail Applications - CC.PEAPS
Real Estate Broker - CC.RLSTB
Real Estate Salesperson - CC.RLSTS
Silkscreen - CC.SILK
Spreadsheet Applications - CC.SSAPS
Technical Rescue Awareness - CC.TCRSC
Truck Driver Training CDL Basic - CC.TDSB
Vehicle/Machinery Operations - CC.RDSP
Welding Operator - CC.WEOP
Word Processing Applications - CC.WPAPS

## Certificate of Personal Development program code:

Personal Development - CC.PDEV