

GRADUATION PROCEDURES

1. Meet with a counselor to complete the Petition to Graduate Form and determine your readiness to graduate.
2. Petition to Graduate (insert form link) must be filed with Admissions & Records by the deadline.
 - 1st Monday of March for current year Commencement Ceremony – check academic calendar for date
 - Students must have completed 40 units, at least 12 units at Palo Verde College.
 - Official Transcripts from all colleges attended must be on file with Admissions & Records and evaluation of transfer course work must be complete prior to petitioning to graduate.
 - Please note that equivalencies may not be possible without course descriptions for classes taken prior to 1995. Contact your prior institutions attended to obtain course descriptions with approved General Education areas.
 - If you are currently enrolled in another institution, please attach your current class schedule and transcript.
3. Students applying for graduation MUST complete ALL requirements by the end of the term for which they are applying. Failure to complete all requirements by the end of the term will result in a denial of your graduation application. If you are denied and wish to graduate in a subsequent term, you must reapply in the term in which you will complete all requirements.
4. ALL notifications and announcements regarding graduation will be e-mailed to the email address on file. It is the student's responsibility to keep their email address up to date and to check their email account.
5. Student record will be GE Certified as a part of the graduation application according to the CSU or IGETC pattern selected. Certification will ensure that a CSU or UC campus accepts your General Education courses in the areas in which the coursework is certified.
6. Diplomas are available for pick up in the Admissions & Records Office approximately (8) weeks after the end of the term.
7. Students seeking additional associate degrees must complete a separate Application to Graduate for each degree.

Honors: All grades earned at all colleges attended will be included in the computation of the cumulative grade point average for graduation honors. Honors are awarded as follows: 3.50-3.69 is Cum Laude; 3.70-3.89 is Magna Cum Laude; 3.90-4.00 is Summa Cum Laude.