



# HIGHLAND COMMUNITY COLLEGE INTENT TO GRADUATE

<b>**For Office Use Only**</b>	
FA – SP – SU	20__
Geometry Req.	Y N
Participation	Y N
IAI Requirements	Y N
GPA	_____
Graduated	Y N

1. **Filing deadline for Fall 2010 – Monday, November 1, 2010**  
**Spring 2011 – Monday, February 28, 2011**  
**Summer 2011 – Monday, May 2, 2011**
2. A NON-Refundable fee of \$25 must accompany this **completed** form when presented to the HCC Records office. Please print legibly.
3. If you are planning on using credits from another institution to graduate from HCC and have not yet submitted an **official** transcript, please do so as soon as possible.
4. Summer and Fall graduates are requested to participate in Spring commencement exercises.
5. The intent to graduate covers a student for an entire year from when they apply.
6. If you have any questions regarding this form and/or the graduation processes, please contact the HCC Records office at **815-599-3486**.
- 7 Please allow 4-6 weeks after semester grades are rolled for mailings of diplomas/certificates

NAME \_\_\_\_\_  
 (Print your name EXACTLY the way you want it to appear on your diploma)

E-MAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ Student ID **9000** \_ \_ \_ \_

PHONE ( ) \_\_\_\_\_  
 \_\_\_\_\_  
 City State Zip

I am graduating during the : Fall \_\_ Spring \_\_ Summer \_\_ 20\_\_ semester  
**I plan on participating (walking through, receiving diploma cover) in Spring commencement exercises held on our campus in May (see college catalog for date):** \_\_\_\_ Yes \_\_\_\_ No

My name is pronounced as \_\_\_\_\_  

Last	First
Example - Weber (like the grill)	Diana (Die-ann-a)
Example - Kryzewski (Sha-shef-skee)	Palascak (Pal-a-sack)

If you require any special arrangements for participating in the ceremony (for instance, students with a disability) or special accommodations for guests, please describe below. You may also call **815-599-3486** or email [Jeremy.Bradt@highland.edu](mailto:Jeremy.Bradt@highland.edu) if you have questions

\*I am applying for:  

<input type="checkbox"/> Associate of Science <input type="checkbox"/> Associate of Arts <input type="checkbox"/> Associate of Applied Science <input type="checkbox"/> <b>** (Emphasis of AAS)</b> _____ <input type="checkbox"/> AAT – Mathematics <input type="checkbox"/> AAT – Early Childhood Education	<input type="checkbox"/> Associate of General Studies <input type="checkbox"/> Associate of Engineering Science <input type="checkbox"/> Certificate in _____ <input type="checkbox"/> AAT – Special Education
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\*Please refer to the current Highland catalog for description/requirements of appropriate degree/certificate or use the chart on the back of this form. \*\*AAS candidates must provide an emphasis if more than one is offered.

**I am a member of Phi Theta Kappa:** \_\_\_\_ Yes \_\_\_\_ No  
**Did you attend HCC prior to Summer of 1993?** \_\_\_\_ Yes \_\_\_\_ No

\*\*\*Is there something unique about this graduation for you or someone else you know? Please let us know of any human-interest story about your or any other graduates (such as third generation graduate, brother/sister, mother/father, husband/wife, etc) on the reverse side of the questionnaire. If you have any questions about this, please contact Community Relations at 815-599-3421. \*\*\*\*\*

<b>**Financial Aid Recipients Only**</b>	
I hereby authorize that the "Graduation Fee" be charged against the proceeds of my grants or scholarships for which I am eligible. I understand that I am responsible for any charges, which may be in excess of these proceeds.	
_____	_____
Degree Candidate's Signature	Authorized Financial Aid Signature

<b>**For Office Use Only**</b>	
Received by _____	Date _____
Fee Paid (\$20) Y__ N__	Seq. # _____

\_\_\_\_\_  
 Degree Candidate's Signature Date

**FIELD OF STUDY CODES AND PROGRAM TITLES - The Field of Study Codes are arranged in the following manner:**

- A. Transfer (2-year Degree at Highland and transferring to another college)
- B. Two Year Non-Transfer Degree (2-year vocational degree)
- C. Certificate (less than 2-year programs)
- D. Other

A. Transfer Degrees:	B. Two-year Non-Transfer Degrees:	C. Certificates:
<p><b>1. Associate of Science</b> 303  <u>(Use 303 if specific A.S. is not listed below)</u>                      Agriculture 402                      Biology 403                      Biology Education 404                      Business Administration 204                      Chemistry 406                      Computer Science 407                      Engineer Tech. 612                      Geology 409                      Mathematics 410                      Physical Education 510                      Physics 411                      Pre-Dentistry 412                      Pre-Med. Tech 416                      Pre-Medicine 418                      Pre-Pharmacy 422                      Pre-Vet Med. 424</p> <p><b>2. Associate of Arts</b> 304  <u>(Use 304 if specific A.A. is not listed below)</u>                      Art 302                      History/Social Science 502                      Human/Social Service 509                      Music 306                      Political Science 504                      Professional Education 506                      Psychology 516                      Sociology 508                      Speech /Theatre 308</p> <p><b>3. Associate of Engineering Science</b> 414</p> <p><b>4. AAT-Mathematics</b> 309</p> <p><b>5. AAT – Special Education</b> 511</p> <p><b>6. AAT – Early Childhood Education</b> 311</p>	<p><b>Associate of Applied Science</b>                      Accounting..... 203                      Agricultural Management..... 630  <b>**Agri-Business Emphasis</b>  <b>**General Production Emphasis</b>  <b>**Dairy Herd Management Emphasis</b>                      Auto Body Repair ..... 622                      Automotive Mechanics ..... 604                      Business Administration ..... 205                      Early Childhood Education ..... 703  <b>**Senior Teacher Emphasis</b>  <b>**Child Care Center Director Emphasis</b>                      Graphic Design..... 301                      Industrial Mfg. Technology ..... 617                      Information Systems..... 206  <b>**Programming Emphasis</b>  <b>**Computer Technician Emphasis</b>  <b>**Office Administration Emphasis</b>  <b>**Business Emphasis</b>                      Information/Word Processing ..... 220                      Information Technology-Healthcare . 233  <b>**Medical Transcription Emphasis</b>  <b>**Medical Coding Emphasis</b>                      Medical Assistant.....420                      Nursing/ADN..... 421                      NION Nursing (Online).....423                      Paraprofessional Educator ..... 505                      Web Design.....210  <b>**Art/Music Specialist Emphasis</b>  <b>**Business Emphasis</b>  <b>**INFT Specialist Emphasis</b>                      Wind Turbine Technology.....631</p>	<p>Accounting 213                      Accounts Clerk 214                      Agricultural Production 605  <b>** Dairy Emphasis</b>  <b>** General Emphasis</b>                      Automotive Service Level I 636                      Automotive Service Level II 637                      Clerical Business 241                      Clerk Typist 231                      Computer Technician 619                      Cosmetology 606                      Desktop Publishing 222                      ECE Basic Child Care Level II 723                      ECE Lead Teacher Level III Credential 713                      Graphic Design 305</p> <p><b>Industrial Manufacturing Technology:</b>                      Basic Welding 628                      Computer-Aided Design/Mech. 601                      Industrial Electronics &amp; Controls 615                      Industrial Maintenance Technician 623                      Machine Processes 607                      Welding &amp; Fabrication 614</p> <p>Information Word Processing 221                      Medical Coding 234                      Medical Transcriptionist 232                      Nail Technician 635                      Paraprofessional Educator 507                      Practical Nursing (LPN) 419                      QuickBooks Professional 215                      Wind Turbine Technician 632</p>
		<p><b>D. Other Specific Code:</b>   <b>Associate of General Studies Degree</b> 101                      (A variety of courses to meet personal goals.)</p>