



APPLICATION FOR GRADUATION

There is a \$40.00 graduation application fee.
Please email completed form to the
Registrar's Office (registrar@westgatech.edu).

Deadlines for Graduation Application

Summer Graduation: Application due by March 1
Fall Graduation: Application due by July 1
Spring Graduation: Application due by October 1

Official Use Only

Fee Paid: _____ Verified by: _____
Receipt #: _____ Date: _____

Please print your name exactly as you wish it to appear on your award.

First Name	Middle Name	Last Name
Street Address		
City	State	Zip Code
Phone (Day)	Phone (Evening)	Student ID#
Student Signature		
Program of Study: <input type="checkbox"/> Diploma <input type="checkbox"/> Degree		
Semester Completion: Summer <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/>		

Will you be participating in the graduation ceremony? Yes No

If YES, please provide the following information: Height: _____ Weight: _____

GRADUATES ONLY: Last Date of Attendance _____

Employment Status (check one) Employed in Field Employed in Related Field Employed in Unrelated Field
 Unemployed Status Unknown Continued Education Military
 Employed in Field & Continuing Education Employed in Related Field & Continuing Education
 Employed in Unrelated Field & Continuing Education Not Available for Employment

Employer Name : _____

Employer Address : _____

Employer Phone Number and Contact Person: _____

Continuing Education Information: _____

THIS AREA TO BE COMPLETED BY ADVISOR

I certify that course requirements are on track for graduation and have attached a copy of student's Degree Works audit.

Advisor's Signature: _____

THIS AREA TO BE COMPLETED BY REGISTRAR'S OFFICE

Courses verified in BANNER: _____

Certificate processed and mailed: _____

Exit Information keyed into BANNER: _____ COMMENTS: _____

Do you need special accommodations or assistance to participate in the ceremony? Do you have a guest who may need special accommodations? Individuals with disabilities requiring assistance or accommodations to participate in the graduation ceremony should contact Zelma Jones at 770.824.5241 or Zelma.jones@westgatech.edu.

As set forth in its student catalog, West Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following persons have been designated to handle inquiries regarding the non-discrimination policies: Equity (Title IX) coordinator is V.P. of Student Affairs. ADA (Section 504) coordinator is V.P. of Administrative Services. Both are located at 401 Adamson Square, Carrollton, GA 30117. 678.664.0400