



OLYMPIC COLLEGE

APPLICATION FOR CERTIFICATE

- Check the current catalog for graduation application deadlines.
- Students should meet with their advisor prior to turning in this form to the Cashier's Office. Students may only use catalogs that they attended under, and catalog must be from within the last 8 academic years (current year and 7 years prior).
- Note: Certificates will not be issued if an outstanding debt is owed to the college.
- All Certificates will be mailed to the address on file approximately 6 weeks after grades have posted for the quarter.
- **Certificate Application Fee (non-refundable):**
 - \$20 for first certificate
 - \$10 additional certificate(s) in the same quarter OR \$20 if not in the same quarter.
- For more information, please visit the Graduation Page on our website.
- To change your contact and mailing information please visit your Student Self-Service portal.

OFFICE USE ONLY:

Quarter: _____

Certificate: _____

Approve: _____

Deny: _____

PRINT OR TYPE YOUR NAME: _____

CTCLINK ID NUMBER: _____

If you'd like your name printed differently on your diploma, please visit the Graduation Page for instructions on how to do so.

Phone Number: _____

All communication regarding this application will be emailed to the preferred email listed in your Student Self-Service portal.

Please check the appropriate Certificate:

Certificate of Recognition

- Program Title: _____
(Certificate Title Exactly as Listed in the Catalog)

Certificate of Completion

- Program Title: _____
(Certificate Title Exactly as Listed in the Catalog)

Certificate of Proficiency

- Program Title: _____
(Certificate Title Exactly as Listed in the Catalog)

Certificate of Specialization

- Program Title: _____
(Certificate Title Exactly as Listed in the Catalog)

Catalog Year:

Quarter Completion:

Summer

Fall

Winter

Spring

I understand that I am responsible for ensuring that I have met all of the requirements for the certificate indicated above.
Please refer to the appropriate catalog for specific requirements.

STUDENT SIGNATURE

DATE

Program Advisor Signature is **required** for all Certificate Applications.

PROGRAM ADVISOR SIGNATURE

DATE