



PETITION FOR CERTIFICATE

Date Received/Initials

Student ID No.: _____

NOTE: ANY PORTION OF THIS APPLICATION LEFT INCOMPLETE WILL RESULT IN AN AUTOMATIC DENIAL.

Name: Print name EXACTLY as it should appear on your certificate.

Mailing Address: First Middle or Initial Last

Birthdate: Street City Zip Code Home Phone: Other Phone:

I hereby petition for a Certificate from Cosumnes River College to be granted at the end of:

- Year: Summer Deadline: Last Friday in June
Fall Deadline: First Friday in October
Spring Deadline: First Friday in March

Student Signature: Date:

INSTRUCTIONS

- 1. Please print clearly.
2. Complete personal information (above).
3. Review COMPLETION CHECKLIST (below) and make sure all required documents are attached to your application or on file with CRC Admissions & Records.
4. Ensure that you meet the RESIDENCY requirement - If your certificate program requires 12 or more units, you must have completed at least 12 units of non-remedial coursework at CRC.
5. Fill in (pg. 2) CERTIFICATE REQUIREMENTS - List Required Program courses for your selected major from your Catalog Year, including course names & numbers, terms completed, colleges where the classes were taken, grades received, units completed OR mark whether the requirements were met by AP, Exam or Sub Waiver.
6. Fill in all other colleges attended. Official Transcripts from ALL colleges attended MUST be on file at CRC before submitting this petition.

Other Colleges Attended*:

1. 3. 5.
2. 4. 6.

*Must be from a Regionally Accredited Institution - see http://www.crc.losrios.edu/Student_Services/Admissions/Transfer_Credit_Acceptance.htm

PLEASE ALLOW 5 WEEKS FROM SUBMISSION DEADLINE TO RECEIVE NOTIFICATION BY MAIL REGARDING THE STATUS OF YOUR PETITION.

COMPLETION CHECKLIST

REQUIRED (if applicable)

OPTIONAL

- Official Transcripts* Official AP Scores Application reviewed by counselor.
Certifications
Sub waivers Counselor Signature:

* Official Transcripts from ALL Regionally Accredited colleges attended MUST be on file at CRC before submitting this petition.

