



# HIGHLAND COMMUNITY COLLEGE

## Intent to Graduate

**\*\*For Office Use Only\*\***

FA - SP - SU	20	___
Geometry Req.	Y	N
Participation	Y	N
IAI Requirements	Y	N
GPA	_____	
Graduated	Y	N

1. Filing deadline for **Fall 2022 – Friday, October 14, 2022**

**Spring 2023 – Thursday, January 19, 2023**

**Summer 2023 Commencement participation deadline 1/19/23 Non-participant – Monday, April 11, 2022**

- This form is required for all students graduating with an HCC Degree or certificate (regardless of participation in ceremony)
- A **NON-Refundable fee of \$30** must accompany this **completed** form when presented to the HCC Records office. Please print legibly.
- Summer and Fall graduates are encouraged to participate in Spring commencement exercises.
- The intent to graduate covers a student for an *entire year* from when they apply for graduation.
- If you have any questions regarding this form and/or the graduation processes, please contact Jeremy at **815-599-3500**
- Please allow 6-8 weeks after semester grades are processed 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 **900** \_ \_ \_ \_ \_

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

I am graduating during the : Fall  Spring  Summer  20\_\_\_\_\_ semester

**Spring commencement exercises will be held on our campus on May 20, 2023 at 10 a.m.** Please check only one box

#1. I plan to attend **only** if there is a outside physical commencement ceremony held on campus :

**Height** \_\_\_\_\_ **Weight (lbs)** \_\_\_\_\_

#2. I do NOT plan to attend the commencement graduation ceremony

My name is pronounced (for those students participating in the ceremony) as \_\_\_\_\_

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

Town of residence desired to be listed in the commencement program and media listings: City: \_\_\_\_\_ State \_\_\_\_\_

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 **815-599-3500** 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 General Studies
<input type="checkbox"/> Associate of Arts	<input type="checkbox"/> Associate of Engineering Science
<input type="checkbox"/> Associate of Applied Science	<input type="checkbox"/> Certificate in _____
**(Emphasis of AAS) _____	

\*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.

**\*\*Financial Aid Recipients Only\*\***

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

\*I understand the graduation ceremony is intended to recognize HCC academic achievement only  
Degree Candidate signature. \_\_\_\_\_ Date \_\_\_\_\_

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Received by \_\_\_\_\_ Date \_\_\_\_\_

Fee Paid (\$30) Y\_\_\_ N\_\_\_ Seq. # \_\_\_\_\_

**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:
<b>1. Associate of Science</b> 303 (Use 303 if specific A.S. is not listed below) Agriculture 402 Biology 403 Biology Education 404 Chemistry 406 Computer Science 407 Engineer Tech. 612 Environmental Science 405 Geology 409 Health Science 525 Mathematics 410 Physics 411 Pre-Chiropractic 430 Pre-Dentistry 412 Pre-Med. Tech 416 Pre-Medicine 418 Pre-Pharmacy 422 Pre-Vet Med. 424	<b>3. Associate of Applied Science</b> Accounting 203 Agricultural Management <b>**Agri-Business Emphasis 630B</b> <b>**Animal Science Emphasis 630A</b> <b>**Crop Management 630C</b> <b>**Dairy Herd Management Emphasis 630D</b> <b>**General Production Emphasis 630P</b> <b>**Precision Ag Technician Emphasis 630T</b> Automotive Mechanics 604 Criminal Justice 238 Early Childhood Education 703 Early Childhood Education 704 Emergency Medical Services 425 Equine Science 633 Graphic Design 301 Hospitality 217 Industrial Mfg. Technology 617 Industrial Training 634 Information Systems <b>**Programming Emphasis 206P</b> <b>**Computer Technician Emphasis 206T</b> <b>**Office Administration Emphasis 206O</b> <b>**Business Emphasis 206B</b> Information Technology-Healthcare <b>**Medical Transcription Emphasis 233T</b> <b>**Medical Coding Emphasis 233C</b> Mechatronics 642 Medical Assistant 420 Nursing/ADN 421	Accounting 213 Accounts Clerk 214 Agricultural Production 605 ** Dairy or General Emphasis Auto Body Repair Certificate 629 Automotive Service Level I 636 Automotive Service Level II 637 Clerical Business 241 Clerk Typist 231 Commercial Applicator 652 Computer Technician 619 Cosmetology 606 Criminal Justice 237 Customer Service 212 Desktop Publishing 222 <b>Equine Certificates</b> Equine Massage Therapist 638 Equine Riding Instructor 640 Stable Manager 639 General Equine Science 641 Early Care & Education 727 Infant Toddler Level 2 Credential 724 ECE Infant/Toddler Certificate 726 Infant/Toddler Level 3 Credential 725 Level 2 ECE Credential 723 Level 3 ECE Credential 713 Graphic Design 305 Horticulture 654 Hospitality Start-Up 261 Hotel Management 262 <b>Industrial Manufacturing Technology:</b> Basic Welding 628 CNC Machinist 644 Computer-Aided Design/Mech. 601 Industrial Electronics & Controls 615 Industrial Maintenance Technician 623 Machine Processes 607 Welding & Fabrication 614 Information Word Processing 221 Medical Assistant 428 Medical Coding 234 Medical Transcriptionist 232 Nail Technician 635 Patient Care Technician 427 Professional Tax Preparer 216 QuickBooks Professional 215 Restaurant Management 260
<b>2. Associate of Arts</b> 304 (Use 304 if specific A.A. is not listed below) Agriculture 530 Art/Graphic Design 302 Business Administration 204 Criminal Justice 517 Early Childhood Education 512 English 307 History/Social Science 502 Human/Social Service 509 Mass Communication 310 Music 306 Physical Education 510 Political Science 504 Professional Education 506 Psychology 516 Sociology 508 Speech /Theatre 308	<b>Associate of General Studies Degree</b> 101 (A variety of courses to meet personal goals.)	
<b>3. Associate of Engineering Science</b> 414		