



REQUEST FOR DEGREE OR CERTIFICATE

Directions: Please submit the Request for Degree/Certificate during the final semester in which you will complete your program requirements.

- If finishing degrees/certificates in two different terms, submit separate petitions (e.g. Spring 2024 and Summer 2024)
- Students are **strongly recommended** to have their degree/certificate petition reviewed by a counselor prior to submitting (see **Counselor Grad Check** below)
- This request can be submitted using one of the following options:
 - **Mail or In-Person:** Admissions & Records, 3000 Campus Hill Dr, Livermore, CA 94551,
 - **Email:** lpc-evaluations@laspositascollege.edu OR
 - **Counselor:** Leave a signed copy with your counselor

Anticipated Completion:		Summer	Fall	Spring	Year:
Last Name, First Name, Middle Initial (Preferred or Legal Name)				Student ID Number	
				W	
Mailing Address				Telephone	
City, State and Zip Code				Email	
Degree/Certificate Example: AA-T	Major Title Example: Anthropology (IGETC CSU)			Catalog Year The current year LPC Catalog requirements will be used unless otherwise noted	

If applying for an Associate Degree, please select your General Education Pattern:

Plan A: Las Positas College General Education
Plan B: CSU GE-B
Plan C: IGETC – For CSU

My name should appear as follows on my diploma/certificate and commencement program:

PLEASE READ CAREFULLY AND CHECK BEFORE SIGNING BELOW:

I have submitted official transcripts from all other previously attended, regionally-accredited post- secondary institutions. Advanced Placement (AP)/International Baccalaureate (IB), College-Level Examination Program (CLEP), DD214, and/or course substitutions or waivers are on file, if applicable.

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Student Signature: _____ **Date:** _____

By signing above, I certify that my request form is complete and accurate to the best of my knowledge.

Counselor Grad Check

Counselor Signature: _____ **Date:** _____

Notes or other documents to be submitted, etc.:

STAFF USE ONLY	Evaluator Signature:	Date:
SHADERG	BDMS	DD214 Verified
Degree/Certificate Awarded	W/ Highest Honors (3.50-4.00)	W/ Honors (3.25-3.49)
Requirements not met/denied	Need to re-apply	