

Policy 5.2.9 Student Services: Graduation Requirements

**TRI-COUNTY
COMMUNITY COLLEGE**

**STUDENT SERVICES
GRADUATION REQUIREMENTS**

**POLICY
5.2.9**

I. GRADUATION REQUIREMENTS

- A. Students must complete an Application for Graduation prior to registration for the semester in which the program will be completed. Students completing their program during summer term must apply prior to the previous spring term's registration.
- B. Semester hours for graduation will vary with each program of study.
- C. To graduate from a program, students must have that program declared as his/her major or secondary major. (To receive a degree, diploma, or certificate program, students must have the appropriate level declared as one of their active majors. For example, to receive a certificate, your major must be the certificate program.)
- D. Degree requirements are defined by the catalog during which the student declared the program as their major or secondary major. If there is an interruption in attendance greater than three consecutive semesters, one calendar year, the student returns under the current catalog's requirements set for their program. Due to changes in technology and other extenuating factors, prior program requirements and course work become obsolete and may not count toward current degree requirements if the content in the previously completed course is no longer equivalent to a current course's content and/or program requirements.
- E. Only 14 credit hours of credit from outside the Comprehensive Articulation Agreement (CAA) may be used toward the completion of the General Education requirements of an A.A., A.S., A.E. or A.F.A. degree.
- F. 25 percent of applicable coursework must be completed at TCCC.
- G. Students must earn a grade point average (GPA) of 2.0 and must receive a passing grade in all required courses to be eligible for graduation. Some programs require a final grade of "C" or better in specific courses or all courses to be counted toward the program's requirements. Please see the program information for specific requirements.
- H. The Registrar must have an official copy of high school transcripts or GED for degree graduating students.
- I. Students must be in good financial standing at TCCC. (There must be no account holds or indebtedness to the college).
- J. Students who have received loans must complete exit counseling prior to graduation.

II. GRADUATION APPLICATIONS

Applications for graduation are required to be completed and turned into the Registrar prior to registering for the completing semester. These applications are required regardless of a student's intention of participating in graduation ceremonies. Students completing two or more programs must complete an application for each program. Applications for graduation may be picked up at the Harper Help Desk in the Student Success Center located on the main campus, the Shope Building at the Graham County Center, or printed online from the TCCC website.

III. GRADUATION FEES

Graduation fees are subject to change (diploma cover, cap and gown, etc.). Contact Tri-County Community College Bookstore for current prices. Graduation expenses include black cap, gown, and tassel for the ceremony. All other purchases are at the discretion of the graduate. Degrees, diplomas, and certificates are complimentary. Diploma Covers may be purchased at the College Bookstore at any time.

All students participating in graduation ceremonies must be scheduled to complete all graduation requirements by the end of Spring Semester.

Adopted: 08/28/14; 5/24/18 BOT