



APPLICATION FOR PROGRAM OF STUDY COMPLETION

One Joe Kennedy Boulevard, Statesboro, GA 30458
Phone: 912.486.7221 Fax: 866.847.7994

FOR OFFICIAL USE
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_____ / _____
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An Application for Program of Study Completion is required of all students who qualify and meet all requirements from an approved program of study at Ogeechee Technical College. The advisor **MUST** complete and submit this application to the Registrar's Office NO LATER THAN mid-term of the student's final quarter. No student will be guaranteed credentials until all requirements as set forth by Ogeechee Technical College are met, including payment of all fees. A Graduation Participation packet will be mailed to all graduates. All graduates must pay the \$35 graduation fee before credentials can be mailed. This does not apply to embedded certificates. Encourage graduates to visit Career Services to obtain information about alumni services.

STUDENT INFORMATION (PLEASE PRINT)

Student Name as it will Appear on Diploma: _____

Student ID: _____ Telephone/Cell: _____ Alt Phone: _____

Address: _____

County: _____ Date of Birth: _____ Major Code: _____

Program of Study Completed: _____ Specialization: _____

- Associate of Applied Science
- Diploma
- Certificate of Credit
- Embedded

EMPLOYMENT INFORMATION

Student Seeking Employment Upon Graduation: (Full-time) (Part-time) (Not at this Time) (Currently Employed)

Employment Code: _____ Where Employed: _____
(01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12)

Job Title: _____ Work Phone: _____

Employer Mailing Address: _____

City: _____ State: _____ Supervisor: _____

STUDENT'S SIGNATURE: _____ Date: _____

ADVISOR'S SIGNATURE: _____ Date: _____

Note: The advisor is responsible for gathering employment data and turning in a copy of the advisement checklist and standard curriculum for which the student should clear.

TO BE COMPLETED BY THE REGISTRAR'S OFFICE

Date Received: _____ Student has completed all requirements for his/her program of study

Completion Quarter/Year: _____ / _____ Cumulative GPA: _____ Graduation GPA: _____

Date Awarded in Banner: _____ Degree Seq. #: _____ Date Cleared Admissions: _____

Denied (Student did not complete all requirement for program of study)

Signature: _____ Date: _____

As set forth in its student catalog, Ogeechee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following individuals have been designated to coordinate the College's implementation of nondiscrimination policies: Kelli Waters, Title IX Coordinator, Office 143H, JEK Building, Phone 912.871.1885. Penny Hendrix, ADA/Section 504 Coordinator, Office 171E, JEK Building, Phone 912.486.7211. Ogeechee Technical College is a unit of the Technical College System of Georgia.