



APPLICATION FOR GRADUATION

For consideration to graduate, all students must submit an Application for Graduation form to the Office of the Registrar.

General Information (please print)

Student Number: _____

Student Name*: _____
LAST FIRST MIDDLE

Mailing Address: _____

CITY/TOWN PROVINCE/STATE

Telephone: _____
COUNTRY POSTAL/ZIP CODE
() ()
(AREA CODE) RESIDENCE (AREA CODE) BUSINESS

I expect to graduate before June 30 of the current Academic Year with the following (check one): Certificate Diploma

- | | |
|--|--|
| <input type="checkbox"/> Aboriginal Addictions Services | <input type="checkbox"/> Environmental Technology |
| <input type="checkbox"/> Aboriginal Family & Child Services | <input type="checkbox"/> Human Resources Management |
| <input type="checkbox"/> Aboriginal Entrepreneurship | <input type="checkbox"/> Practical Nurse |
| <input type="checkbox"/> Academic Foundations: Entry | <input type="checkbox"/> Mech. & Construction Trades |
| <input type="checkbox"/> Academic Foundations: Grade 9 | <input type="checkbox"/> Mine Operations |
| <input type="checkbox"/> Business Administration: Accounting | <input type="checkbox"/> Music |
| <input type="checkbox"/> Business Administration: Business | <input type="checkbox"/> Musical Instrument Repair |
| <input type="checkbox"/> High School Equivalency | <input type="checkbox"/> Office Administration |
| <input type="checkbox"/> Community Wellness | <input type="checkbox"/> Office Software Specialist |
| <input type="checkbox"/> Computer Information Technology | <input type="checkbox"/> Power Engineering 4 th class |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Power Engineering 3 rd class |
| <input type="checkbox"/> Early Learning & Child Care | <input type="checkbox"/> Process Operations |
| <input type="checkbox"/> Educational Assistant | <input type="checkbox"/> Transitional |
| <input type="checkbox"/> Emergency Medical Technician | <input type="checkbox"/> University Studies |
| <input type="checkbox"/> Environmental Monitoring | <input type="checkbox"/> Visual Art & Design |

Upon receipt of the Application for Graduation Form, the Office of the Registrar will monitor your progress and advise by letter when you are eligible to graduate. Once the credential is awarded the parchment is mailed to the address written on the Application for Graduation Form.

*Your name, as it is recorded on your student academic record, will be displayed on the parchment. It is College policy that the student's name must be the same on the graduation parchment, the Convocation Program, and the student's academic record. Therefore, if you have recently changed your name, or would like to make changes to what we have recorded in your student file, and you want your parchment to reflect your new name, you must officially notify the Office of the Registrar by completing and submitting the Student Change of Information Form.

Students who receive a certificate or diploma will be invited to attend the annual Convocation ceremony held in May.

Application for Graduation forms are not held over for the following academic year.

The personal information collected on this form and in your student record will be used for the purpose of processing your request to graduate. Certain personal information will also be disclosed to the Alumni Association and the Students' Union for the purposes of membership and contacting students. Your name, telephone number, address and program name will be released to Keyano College Marketing & Communications office for the purpose of preparing a news release to your local media announcing your success. If you do not authorize this release, or if you have any questions about the collection and use of this information, please contact the Office of the Registrar, 8115 Franklin Avenue, Fort McMurray, AB T9H 2H7 Telephone: 780.791.4801. This information is collected under the authority of Section 33(c) of Alberta's Freedom of Information and Protection of Privacy Act.

Student signature: _____ Date: _____