



## APPLICATION FOR GRADUATION

### DEADLINES

- Application and Payment for Degree / Certificate: **Last Day of Instruction**
- To have your name printed in the Commencement Program: **April 1st**

Students are strongly recommended to meet with their academic advisor for a **preliminary** degree/certificate check and are encouraged to review their STAR and [MyUH](#) account to ensure accuracy. Applications must be submitted to the **Admissions & Records Office** for processing and payment assessment.

### STUDENT INFORMATION

Name: \_\_\_\_\_  
Last First MI

UH Number: \_\_\_\_\_ **OR** UH Username: \_\_\_\_\_

Phone: \_\_\_\_\_ Personal Email: \_\_\_\_\_

Print your **legal name** clearly as you want it to appear on your diploma or certificate (limit to 45 characters)

*Important Note: Acceptable legal names will be determined by your name on record with the UH system*

### DEGREE INFORMATION:

Major: \_\_\_\_\_ Concentration (see back): \_\_\_\_\_

- ☐ AA - Associate in Arts ☐ AS - Associate in Science ☐ AAS - Associate in Applied Science  
☐ CA - Certificate of Achievement ☐ CO - Certificate of Competence ☐ ASC - Academic Subject Certificate  
☐ **I plan to participate in the Spring Commencement ceremony.**

### EXPECTED GRADUATION TERM

**\*\*There is a \$25 charge for all printed diploma's and certificates\*\***

Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

### IMPORTANT INFORMATION

- Your student account will be charged the applicable diploma fee. Payment may be made in-person at the Business Office or online through your [MyUH](#) account. Failure to pay may result in a financial obligation to the University of Hawaii.
- A complimentary Hawaiian language version of your diploma will be provided at no charge. Please note that the Hawaiian language version is available for the Associate degrees & CAs ONLY and will NOT include a diploma cover.
- Applications received after the last day of instruction will delay the processing and receipt of your diploma.
- A notification letter will be sent informing students of their graduation status. Students who do not meet graduation requirements at the end of the semester are required to submit another Application for Graduation for a subsequent semester.
- Diplomas will only be issued to students who have paid their fee and have no outstanding financial obligation on their student account. Diplomas are mailed to the address on record and must be accurate by the end of the semester.

*I have read and understand the above information. I also understand that this form may not be accepted if STAR reflects any INCOMPLETE program and graduation requirements.*

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Admissions & Records Office		Business Office
Catalog Year: _____	<input type="checkbox"/> PT _____ <input type="checkbox"/> AW _____ <input type="checkbox"/> DN _____	Amount Paid: \$ _____
<input type="checkbox"/> SHADIPL	<input type="checkbox"/> CEREMONY	Processed by: _____
Amount Charged: <input type="checkbox"/> \$25 <input type="checkbox"/> \$50 <input type="checkbox"/> \$ _____		Date: _____
COMMENTS:		

**\*\*If you do not see a certificate that you believe you can be awarded, please visit or contact our Admissions & Records Office to inquire.\*\***

**\*\*If you were previously awarded a degree or certificate, please order them online:**

[Diplomas | Kauai Community College \(hawaii.edu\)](https://www.hawaii.edu/diplomas/)



**\*\*You will be charged \$25 for each certificate checked below\*\***

Major	Concentration	√ Box	
		CO	CA
<b>Accounting</b>	Basic Accounting		
	Accounting Assistant		
	Payroll Preparer		
	Small Business Accounting		
	Tax Preparer		
	Accounting		

Major	Concentration	√ Box	
		CO	CA
<b>Automotive Tech</b>	Drive Train Specialist		
	Engine Specialist		
	Undercar Specialist		
	HEV Diagnostic & Repair		
	HEV Prev Maint & Repair		
	Non-Structural Analysis		
	Auto. Green Technology		
	Elec/Comp Control Tech		
	Heavy Line Technician		
	Driveability Technician		
	Master Auto Service Tech		

Major	Concentration	√ Box	
		CO	CA
<b>Carpentry</b>	Facilities Maintenance Tech		

Major	Concentration	√ Box	
		CO	CA
<b>Business</b>	Retail Essentials		
	Entrepreneurship		
	Management Essentials		
	Management		

Major	Concentration	√ Box	
		CO	CA
<b>Creative Media</b>	Audio, Video & Event Tech		
	Writing, Graphics & Web Tech		

Major	Concentration	√ Box	
		CO	CA
<b>Culinary Arts</b>	Food Prep		
	Culinary Arts		
	Adv. Culinary Arts		

Major	Concentration	√ Box	
		CO	CA
<b>Early Childhood Education</b>	Initial Early Childhood Ed		
	Practitioner I		

Major	Concentration	√ Box	
		CO	CA
<b>Electrical Installation &amp; Maint. Tech</b>	Solar Energy Tech		
	Mechanical, Electrical & Plumbing		

Major	Concentration	√ Box	
		CO	CA
<b>Electronics Tech</b>	Cisco I		
	Cisco II		
	Computer Support		
	Programming		
	Network Security		
	Network Admin & Security		

Major	Concentration	√ Box	
		CO	CA
<b>Hospitality &amp; Tourism</b>	Hospitality Essentials		
	Hospitality Management		

Major	Concentration	√ Box	
		AS	
<b>Natural Science</b>	Biological Science		
	Physical Science		
	Pre-Engineering		