



# Lake County Campus Woodland Community College Graduation Checklist



- Apply for Graduation** – Schedule an appointment to meet with your academic counselor to discuss your eligibility for a degree(s) and/or certificate(s).
  - To petition for graduation or a certificate, make an appointment with your counselor.
  
- Associate Degree for Transfer (ADT)** – If you are applying to a CSU with an ADT, please note the deadline to certify ADTs is February 24, 2017.
  
- Student Speaker** – If you are interested in being the student speaker during the commencement ceremony, you can contact Pamela Bordisso (707) 995-7914 or Peggy Alexander (707) 995-7911.
  
- Academic Regalia (Cap and Gown) and Graduation Announcements** – Regalia will be available in the Bookstore, Building 701, March 20, 2017. Caps and Gowns can also be rented in the Administration office. Contact Carol Swanson @ (707) 995-7926 or stop in to the office.
  
- Department of Supportive Programs & Services (DSPS)** – If you have a special mobility or are hearing impaired, please make arrangements for graduation with DSPS, Kimberly Boles-Cravea, Room 142 or call (707) 995-7910
  
- Certificate Award Ceremony** -- to be held at Konocti Education Center in the Cornelison Event Center, May 26, 2017 at 3pm
  
- Day of Graduation/Commencement Ceremony on May 26<sup>th</sup>, 2017:**
  - Graduation Dinner from 4:30 pm – 5:50 pm
  - Group photo: Graduates are to arrive at KEC in room 7 with their Cap, Gown, and Tassel.
  - Commencement Ceremony (7pm) – After photo, Graduates will be lined up to proceed into the Cornelison Event Center.
  
- Diplomas** – All Certificates and Diplomas will be available for pick-up at the Admissions and Records office. You will receive a phone call when they are ready. To have your diploma and/or certificate mailed to you, please contact A&R: (707) 995-7926