

Registrar's Office

P: 603-230-4014
F: 603-230-9314
NHTIRegistrar@ccsnh.edu

Petition to Graduate

Completed forms must be submitted to the Registrar's Office.

Name _____ Student ID # _____
Name as you wish it to appear on your degree/certificate

Major _____
 Associate of Arts Professional Certificate
 Associate of Science Certificate

If you are a dual major, you must submit a separate 'Petition to Graduate' form for each major.

Address _____
Street, City, State, ZIP

Phone _____ Email _____

Please check the semester you anticipate completion of your degree/certificate requirements:

Anticipated Graduation Date:

Forms are due by:

- Fall _____ (year) (degree/certificate awarded in December)
 Spring _____ (year) (degree/certificate awarded in May)
 Summer _____ (year) (degree/certificate awarded in August)

Oct. 1
Dec. 1
March 15

NHTI holds one commencement ceremony in May each year. Petition to Graduation forms must be received by the Registrar's Office by April 1 for a student to be included in the ceremony.

Students with 2 courses (or fewer) remaining to complete graduation requirements are invited to participate in the May commencement. Summer degree/certificates will be awarded at the end of August after degree verification.

Are you taking a course at another institution to complete your degree requirements? Yes No

Proof of registration is required for each course taken outside of the Community College System of NH. Taking a course at another institution could delay the issuance of your degree. A grade of C or better will be needed for credits to transfer. An official transcript must be submitted to NHTI for evaluation upon course(s) completion.

I understand that my graduating is contingent upon having met all academic requirements of my program and of the college. All student responsibilities and financial obligations to the college must be satisfied prior to the issuance of degrees/certificates.

Student signature _____ Date _____

Updated 07-23