

HESSER COLLEGE

Petition to Graduate

Graduation Requirements

1. The requirements for the student's major must be successfully completed.
2. A minimum of a 2.00 Grade Point Average must be achieved in the major
3. An overall cumulative grade point average (CGPA) of 2.00 must be attained.
4. The student must have earned a minimum of ¼ of the total number of credits needed in any program at Hesser: 12 credits (associate level) or 24 credits (bachelor level) in the student's major.

Petition to Graduate Forms

Petition to graduate forms are available at the Academic Advising Center and at all campus locations. Petitions must be completed and submitted by the applicable deadlines. Hesser College conducts one formal ceremony each year in May.

To attend the May ceremony

YOU MUST PETITION PRIOR TO APRIL 1ST.

Petition Filing Deadlines

Petitions should be filed, at a minimum, 30 days prior to the end of your last term.

For example:

If your last term ends on August 31st, the petition should be submitted no later than August 1st.

If your last semester ends on December 20th, the petition should be submitted no later than November 20th.

May Ceremony Attendance Policy

Students lacking no more than 6 credit hours toward completion of a degree AND who are enrolled to complete outstanding coursework may participate in commencement ceremonies.

Participation in the ceremony is reserved for students who will/have complete(d) all degree requirements by August of the current year. Students who qualify for ceremony attendance must indicate intent to participate on the Petition to Graduate form.

Latin Honors

Honors are recognized for degree recipients who have completed a minimum of 45 credits (associate) and 90 credits (bachelor) at Hesser College.

Diploma/certificate students DO NOT qualify for Latin Honors.

*Cum Laude: 3.25-3.49 CGPA

*Magna Cum Laude: 3.50-3.74 CGPA

*Summa Cum Laude: 3.75-4.00 CGPA

Outstanding Obligation

Transcripts and diplomas will not be issued to students (current or former) who have an outstanding obligation to the college. Only after such obligations have been met, will transcripts be released.

Transcripts

A transcript is the academic history of a student as s/he attends college. Each transcript requested/issued by the Office of the Registrar is \$5.00. Each student will receive one unofficial transcript with his or her diploma after all graduation requirements have been completed. Transcripts must be requested in WRITING by the student. An official transcript bears the College seal. Official transcripts will be mailed to another college, school department or other agency or to the student in a sealed envelope. TRANSCRIPTS WILL NOT BE FAXED.

Change of Address Policy

Students who change either their permanent home address or their local mailing address are expected to complete a student status change request form (SSCR). Putting an updated address on the petition to graduate will not change your address with the college. Students who have moved and have not submitted a change of address in writing via a SSCR is not exempt from the consequences of failing to receive official Hesser College notices and communications. Failure to notify the Office of the Registrar of address changes may cause delay in the handling of student records and in notifying students in case of emergency. Forms are available at the Registrar's Office and all campus extensions.