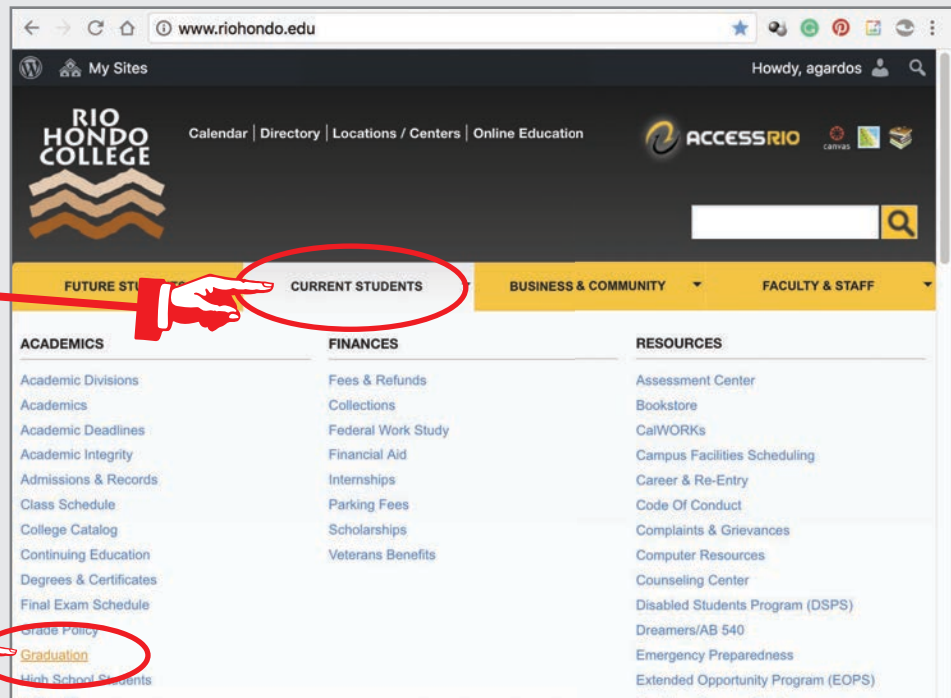


How to apply/Petition for Degrees and Certificates

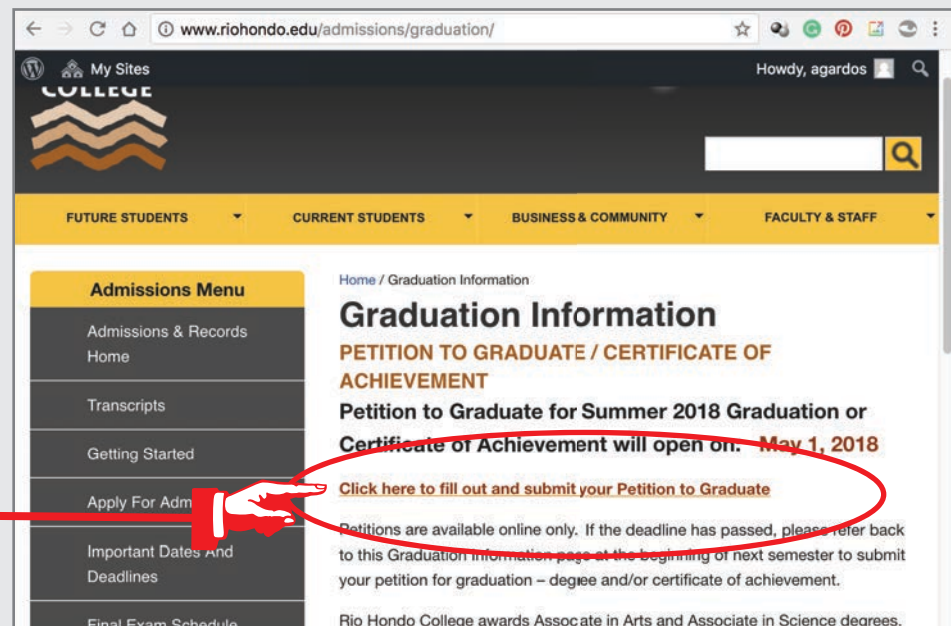
Log on to: <http://www.riohondo.edu/admissions/graduation/>
or navigate to the Graduation page from the Rio Hondo website.

1st, select the
Current Students tab
at the top of any page.



2nd, select the
Graduation link
at the bottom
of the first column.

3rd, select the
Graduation link
at the bottom
of the first column.



How to apply/Petition for Degrees and Certificates

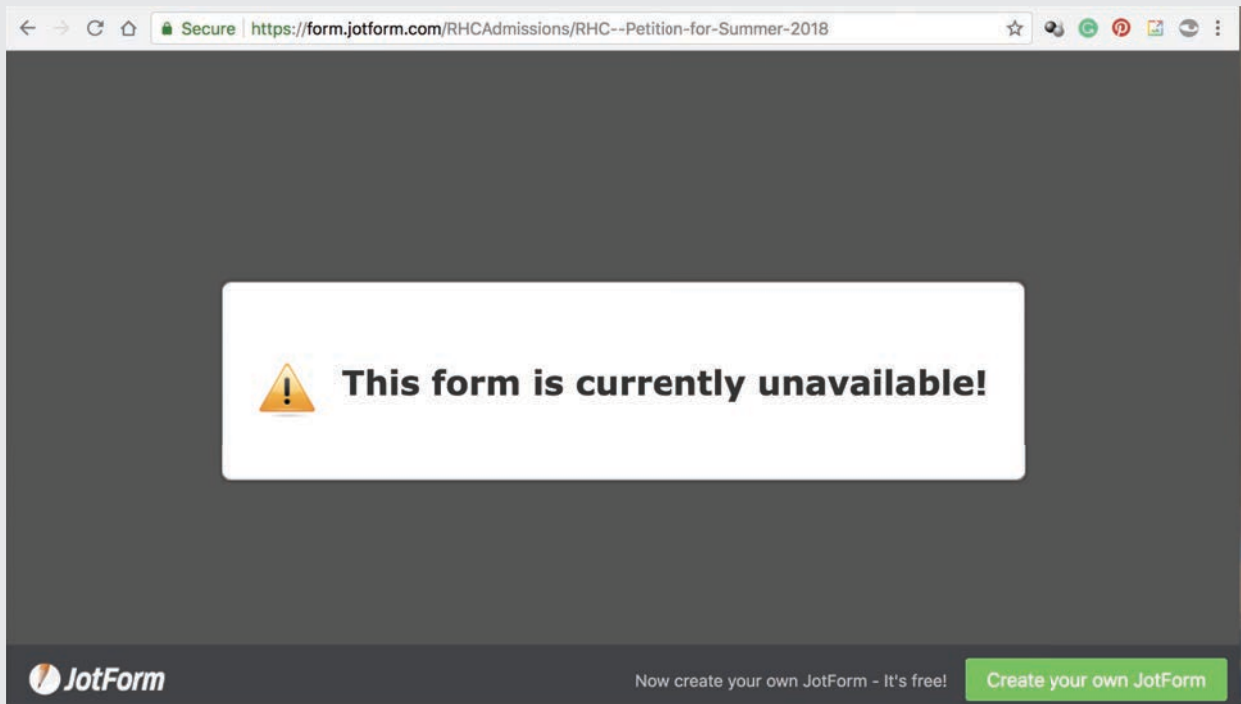
Uh oh! What happened?

If you clicked the link to the form and you get this screen, it's because the Petition form is closed and unavailable.

If you did NOT get this screen, proceed to the next page.

The easiest way to find these dates in any academic year is through the FLEX/Instructional Calendar available here:

<http://www.riohondo.edu/staff-development/flexinstructional-calendar/>



Each term, the form opens on the first day of class.

Fall Semester

The form opens the first day of Fall semester.
The form closes the first Friday in November

Spring Semester

The form opens first day of Intersession.
The form closes the first Friday in April

Summer

The form opens the first day of Summer term.
The form closes the third Friday in July

How to apply/Petition for Degrees and Certificates

6/27/2018

RHC - Petition for Summer 2018



PETITION FOR DEGREE AND/OR CERTIFICATE

Summer 2018

Pay attention to the deadline on the current term. (this one is an example only)

Note: The **deadline** to file for Summer 2018 is on **July 20, 2018**. Your Petition for Degree and/or Certificate and any supporting documents must be received by this date. Incomplete petitions will not be evaluated- NO EXCEPTIONS.

Enter your Student ID number.

Student ID Number *
Make sure ID # matches your ID Card #



Enter your name. If you don't have a middle name, enter N/A as shown. Do not leave this blank.

Full Name (to match school record; enter N/A if not applicable) *

First Name Middle Name Last Name Suffix

Other Names Used

Enter your email address.

RHC E-mail *
Note: a confirmation will be sent to this email account. Please keep for your records.

Enter your date-of-birth.

Birthdate * - -
Month Day Year

Select your gender.

Gender: Female
 Male
 Other

<https://form.jotform.com/RHCAdmissions/RHC-Petition-for-Summer-2018>

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How to apply/Petition for Degrees and Certificates

6/27/2018

RHC - Petition for Summer 2018

Home Phone

-
Area Code Phone Number

Cell Phone # (optional) *

-
Area Code Phone Number

Enter your preferred method of receiving your Diploma/Certificate.

Diploma/ Certificate Delivery Preference (check the appropriate box): *

- I will personally pick up my diploma/certificate on-campus
 Mail my diploma/ certificate to the address given below

Enter your up-to-date mailing address.

Mailing Address *

Street Address

City State / Province

Postal / Zip Code Country

Check the Cert./Degree type. If you are applying for multiple awards, You will need to fill out a separate petition for each.

****Select the Degree or Certificate from the pull-down menu which will appear.**

Degree Type (NOTE: For Transfer Degrees, please see counselor): *

- Associate of Arts
 Associate of Science
 Certificate of Achievement

Enter the catalog year you started taking classes at Rio Hondo.

Catalog Year:

ex: 2015-2016

Catalog year refers to the academic year when you started your courses at RHC.

Attended any other colleges?

Have you attended any other colleges/ universities other than Rio Hondo College?

- Yes
 No

General Education Courses

(NOTE: Official Transcripts from ALL INSTITUTIONS attended must be on file before you submit your graduation petition)

Please provide all other applicable General Education coursework information in the spaces below: *

<https://form.jotform.com/RHCAdmissions/RHC-Petition-for-Summer-2018>

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How to apply/Petition for Degrees and Certificates

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RHC - Petition for Summer 2018

| | Course Name(s) | Where completed | Grade | Term |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|
| American Institutions | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| English Composition | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Science (1) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Science Lab (2) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Social Science | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Fine Arts | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Humanities | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Communication & Analytical Thinking | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| P.E. (1) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| P.E. (2) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Reading | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Math Requirement | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| OTHER | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Major Courses

(NOTE: Official Transcripts from ALL INSTITUTIONS attended must be on file before you submit your graduation petition)

Please provide all other applicable Major coursework information in the spaces below: *

| | Course Name | Where completed | Grade | Term |
|--------------|----------------------|----------------------|----------------------|----------------------|
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

<https://form.jotform.com/RHCAdmissions/RHC-Petition-for-Summer-2018>

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For AS, AA Degrees ONLY!
 [ADT's have to be applied for through the Transfer Center website via a different link]
 Enter all the required GE courses needed for the degree. Details can be found by searching: **Degree & Certificate Guidelines** on the RH website or in the current RH College Catalog

Note: this petition is only for: Certificates, AS & AA Degrees.
 [ADT's have to be applied for through the Transfer Center website via a different link]
 Enter all the required major courses needed for the Certificate OR Degree. Details can be found by searching: **Degree & Certificate Programs** on the RH website or in the current RH College Catalog

How to apply/Petition for Degrees and Certificates

6/27/2018

RHC - Petition for Summer 2018

| | | | | |
|--------------|----------------------|----------------------|----------------------|----------------------|
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Major Course | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

By checking this box, I certify that the information listed above is true and correct (Note: providing inaccurate information and/or failure to submit all required documents can result in denial of degree/ certificate petition). *

Yes, I certify all information is accurate.

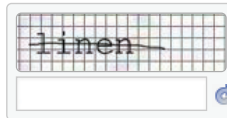
Check the box. 

Today's Date: * - - 
Month Day Year

Enter the petition date. 

Enter the security info. 

Enter the message as it's shown *



Hit the Submit button!
Done! Wait for your award in the mail or pick it up from campus when notified!



<https://form.jotform.com/RHCAdmissions/RHC--Petition-for-Summer-2018>

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