



# Application for Certificate

Office Use Only	
Date Ordered _____	Fee Paid _____
Date H.T. _____	Catalog _____
Date Mailed _____	Grad File _____
Date Withheld _____	Cere. Prog. _____
Reasons _____	MACRAO _____
_____	Honors _____
_____	Granted _____

## PLEASE READ AND COMPLETE THE FOLLOWING:

1. Complete one application for each degree or certificate.

2. Please return this form to the Records & Registration Office.

3. ID Number \_\_\_\_\_ Local phone number \_\_\_\_\_  
(NMC ID or SSN)

Email Address (Print clearly) \_\_\_\_\_

Local Address \_\_\_\_\_  
Street Address City/Zip Code

4. NAME \_\_\_\_\_  
(Print your name **exactly** as it should appear on your diploma.)

Should this be the same name as it appears on your other records at NMC?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If no, what is the correct name \_\_\_\_\_

5. CERTIFICATE MAILING ADDRESS: Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Should this be the same address as your permanent address at NMC? Yes \_\_\_\_\_ No \_\_\_\_\_

6. Will qualify at the end of: [ ] Fall \_\_\_\_\_ [ ] Spring \_\_\_\_\_ [ ] Summer \_\_\_\_\_  
Year Year Year

7. Expected Certificate will be in the following program:  
\_\_\_\_\_

8. Transferred credits to NMC from other colleges Yes \_\_\_ No \_\_\_ or MCCVLC credits? Yes \_\_\_ No \_\_\_

9. Are you following a program from a specific catalog? Yes \_\_\_ (which catalog? \_\_\_\_\_) No \_\_\_

10. Signature \_\_\_\_\_ Date \_\_\_\_\_

11. Do you wish to participate in the May graduation ceremony? Yes \_\_\_\_\_ No \_\_\_\_\_  
(The ceremony is for students graduating Fall, Spring or Summer of the academic year.)

**If yes, order your Cap/Gown at the NMC Bookstore the first week of February through March.**

**If you are using your own Cap/Gown, check here \_\_\_\_\_.**  
(It **MUST** match the Cap/Gown from the Bookstore.)

If participating in the May Commencement Ceremony, there is an additional fee for cap/gowns.  
Check with the NMC Bookstore for price and ordering procedures.