

# Graduation Requirements

## General Graduation Requirements

### Associate Degree Requirements

All candidates for Associate Degrees must meet the following requirements:

- Complete a minimum of 60 semester hours of credit
- Complete all program requirements for the associate degree
- Complete a minimum of 15 graded credits at PCC in a program area
- Satisfactorily complete all general education requirements
- Earn a cumulative grade-point average of 2.000
- Be classified as a degree-seeking student
- Meet all PCC financial obligations.

### Certificate Requirements

All candidates for certificates must meet the following requirements:

- If a program consists of 15 semester credit hours or more, a minimum of 15 graded credits must be completed at PCC in the program area; if a program consists of fewer than 15 semester credit hours, all graded credits must be completed at PCC in the program area
- Complete all major and related courses with a grade of “C” or better
- Earn a GPA of 2.000 or higher for all certificate courses
- Be classified as a certificate-seeking student
- Meet all PCC financial obligations.

## Specific Grade Requirements for Graduation

### Associate of Arts/Associate of Science Degrees

Minimum grade of “C” in all coursework applying to the degree.

### Associate of General Studies Generalist Degree

Minimum of 30 general education transferable credits, 15 of which must be in the Colorado Statewide Guaranteed Transfer Courses (GT Pathways) curriculum. No more than 30 credit hours in vocationally prefixed courses. Minimum grade of “C” in all coursework within the 30 credits of required general education courses.

### Associate of General Studies Technical/Pre-Professional Degrees

Cumulative GPA of 2.000 or higher (3.000 or higher for the Accounting and Business Management AGS transfer degrees). Minimum grade of “C” in all coursework within the 30 credits of required general education courses.\*

### Associate of Applied Science Degree

Cumulative GPA of 2.000 or higher.\*

## Certificate Programs

Overall GPA for courses within the certificate program of 2.000 or higher.\*

*\*Exception: Science courses are considered major courses for students pursuing a health professions field. If you are a health professions student, you must earn a “C” or higher in science courses to graduate.*

If you earn a “D” in a general education course for the AA/AS/AGS Generalist degrees, you may continue in your program, but you will have to re-take the course and earn at least a “C” before you can graduate.

## Graduation With Honors (Degree Students Only)

If your cumulative GPA\* falls within one of the following ranges at the end of the fall semester prior to the commencement ceremony, you will be recognized at the commencement ceremony. In order to be recognized, you must earn at least 15 graded credits at PCC. Designations are as follows:

- Summa cum laude (“with highest honor”) 4.000 cumulative GPA
- Magna cum laude (“with great honor”) 3.750 to 3.999 cumulative GPA
- Cum laude (“with honor”) 3.500 to 3.749 cumulative GPA

*\*The GPA is carried to the third decimal as listed on the academic record (transcript).*

## Academic Recognition

If you are enrolled in 12 or more credit hours and earn a semester grade point average of 3.500 or higher, you will be placed on one of the following lists. Selection for this honor will be recorded on your permanent transcript.

- President’s List 4.000 Semester GPA
- Vice President’s List 3.750 to 3.999 Semester GPA
- Dean’s List 3.500 to 3.749 Semester GPA

## Preparing for Graduation

To be considered a candidate for graduation, you must complete the following steps no later than one week after the end-of-drop/census date (posted in the PCC Schedule of Classes) for the semester you plan to graduate.

- Verify that your major, and your option or area of concentration, are listed correctly as the Current Academic Program on your transcript. If it is not correct, you must file a Change of Major form with the Admissions & Records Office.
- Verify that transfer and prior learning credit have been posted on your transcript.
- Verify with your advisor that previously requested course substitutions and/or waivers have been approved.
- Schedule an appointment with your advisor to complete a Graduation Planning Sheet and program curriculum sheet. These important documents record the courses you have completed and indicate your plan to complete any remaining courses. It should be finalized no later than one week after the end-of-drop/census date for the semester you plan to graduate. *If you submit your planning sheet after the deadline, we will place it in the next term’s graduation file.*

Once you have completed the Graduation Planning Sheet, it is your responsibility to notify your advisor immediately of any changes to your plan. You and your advisor will complete the Request for Modification Form and submit it to the Admissions and Records Office. You can modify your planning sheet only once; thereafter, you must complete a new planning sheet.

You may complete your graduation requirements any time during a term; however, you should anticipate at least a four week delay following the submission of final grades before we verify your graduation status, post it on your transcript, and mail your diploma. The officially recognized graduation date posted on your transcript is the last day of the term as listed in the PCC Academic Calendar.

PCC has one formal graduation ceremony for all three terms. This ceremony is held once each year in the spring semester. Please refer to the Commencement section below for more information.

## Catalog Requirements

You should obtain and keep a copy of the catalog under which you are admitted to PCC. You may graduate using the requirements of that catalog; you may also choose to graduate under the requirements of a later catalog provided you are enrolled for college credit each semester on a continuous basis (summer sessions excluded) in the same program, and provided you complete your graduation requirements within a period of five years. If you change your major, you must follow the requirements of the catalog in effect at the time of the change. Any exceptions to this policy must have prior approval from the appropriate dean of instruction.

## Commencement

PCC holds its commencement ceremony once each year, at the end of spring semester. You are eligible to participate in commencement if you

- are a graduation candidate in a degree program
- are a graduation candidate in a certificate program that requires, at a minimum, 16 semester credit hours
- are a graduation candidate for the spring semester
- graduated the preceding fall semester
- will be graduating at the end of the following summer session.