

APPLICATION FOR CERTIFICATES

Students may apply for a certificate during the semester they are completing the certificate requirements or thereafter. They do not have to be currently enrolled in Cypress College to apply for a certificate. Those students who have maintained continuous enrollment have the option of completing the certificate requirements in effect at the time they initially enrolled or any subsequent catalog up to and including the last semester of attendance. Students wishing to use courses from another institution to meet Cypress' requirements should meet with a counselor to determine course equivalency.

Applications for certificates are available in the Admissions and Records Office and will be accepted until the deadline. If the application is not filed by the deadline, the student must submit another application and will receive the certificate at a later date. There is no fee for the certificate application. It is the student's responsibility to provide the Cypress College Records Office with official copies of all transcripts from other colleges that will be used to meet requirements for certificates. The transcripts become the property of the Admissions and Records Office and will not be released.

Certificates will be mailed approximately two to three months after the end of the semester in which the student applied and completed the requirements. State approved Program Certificates will be noted on student transcripts. Applications for a Certificate are available in the Admissions and Records office and online at www.CypressCollege.edu. See class schedule for dates of acceptance.
