

**CHANCELLOR'S PROCEDURE FOR POLICY**  
**715.01: GRADUATION REQUIREMENTS: DEGREES AND CERTIFICATES**

1. In meeting the requirement for a 2.0 cumulative grade point average over all coursework attempted at the college, a course may be counted only once.
2. A student is not required to pay graduation fees or participate in commencement ceremonies in order to be designated as a graduate on the transcript.
3. The chief academic officer shall approve the formal award when the student meets all requirements for graduation.
4. Transcripts will not be provided to a student nor forwarded to any other institution or organization until after the student has fulfilled all financial obligations to the college.