

Dear CCP Graduating Senior,

CONGRATULATIONS!!! As a Career and College Promise student, you may be eligible for an Associate's degree with CPCC. According to our records, not only are you graduating from high school, but have dedicated yourself to potentially receive a college degree and participate in CPCC's Spring Commencement. To receive a college degree you will need to have completed the 60+ credit hours for an Associate's. * ***Completing a Career and College Promise pathway is NOT the requirement for degree conferred and will not allow graduation participation.***

In order to be considered to participate in the Spring commencement the following will need to occur:

- **Step 1-Self-review of courses completed and/or will be completed by the end of Spring.** Remember as a Career and College Promise student, it is required to complete the Transfer Pathway before you were eligible to take the remaining courses within the Associates degree. Completing a Transfer Pathway is **NOT** commencement participation eligible. **If you meet these requirements, please move forward with the next step.** Also if you are no more than 2 classes away from completing an Associate's degree; we will allow you to continue with the Career and College Promise program for the Summer term, and you may still be considered to participate in the Spring commencement.

*If you do not meet the criteria for Step 1, please **stop here** and contact Mrs. Pugsley or email ccp@cpcc.edu about continuing for the Summer term.*

- **Step 2-Meet with a CPCC Academic Advisor.** Academic Advisors are available at any of the 6 CPCC campuses. Keep in mind satellite campuses may require appointments. Identify yourself as a Career and College Promise student who will be eligible for graduation **per a program change request.** **Click on the link below to complete the Advising Request Form:**

[Central Piedmont Community College Academic Advising Request Form \(google.com\)](https://www.google.com)

Once the program change request has been completed, please allow 24-48 hours before moving to the next step.

- **Step 3- Contact the Graduation Department.** **Only** after meeting with an academic advisor for a program change; contact Lisa Hlastala at Lisa.Hlastala@cpcc.edu or call directly 704.330.6312 to request a graduation evaluation. **Please be specific in stating you are a Career and College Promise student along with your CPCC ID number.**

*****If you attend a Charlotte-Mecklenburg High School or any other high school and meet the above criteria you will be eligible to participate in the Spring commencement; however your name will not be listed in the program. Our Spring 2019 commencement happens before you officially graduate from high school, and we cannot issue a degree until your official transcript is on file. Your name will appear in the Summer Commencement program.***

On behalf of CPCC's department of Outreach and Recruitment and Career and College Promise, thank you for allowing us to be part of your education goals!