



Petition for Certificate of Specialization

A Certificate of Specialization is a departmental award in an area of specialization requiring less than 18 semester units. This issuance of the departmental award is not recorded on the student's official transcript. Petitions are due in the fall/spring/summer term you will complete the requirements, and may be submitted before your last term or up until the final day of the term.

Term when the Certificate of Specialization will be completed (select one – winter is not an awarding term):

Fall Spring Summer Year:

Print name exactly as you would like it to appear on your certificate (40 characters maximum):

First Name: _____ Middle: _____ Last Name: _____

Student ID#: _____ Date of Birth: / / Phone: _____

Student E-mail: _____ @my.canyons.edu (COC email is the only email used to communicate with students)

CERTIFICATE(S) OF SPECIALIZATION

If earning multiple certificates, list each below.		TO BE COMPLETED BY A COUNSELOR		
Certificate of Specialization	Code (8000s)	Catalog Year	Major Course Sub Submitted	
			N/A	Yes* Need*
			N/A	Yes* Need*
			N/A	Yes* Need*
			N/A	Yes* Need*

*COUNSELORS: If a MCS was or needs to be submitted, please explain in the notes below (i.e. need official transcripts).

At least half of the units required for the certificate are completed at COC and are a grade of "C" or better. Certificates are mailed to the address on file approximately 3 months after the term in which you petition.

List courses you are currently enrolled in and/or courses still needed for your certificate.

Course	Term	In Progress	Needed/Planned	College

IMPORTANT NOTE: If you are currently enrolled in another college or planning to complete courses at another college, and the courses are needed for your certificate, submit official transcript(s) as soon as grades post. After submitting transcripts, meet with a Counselor to have them evaluated and to complete a major course substitution.

Student Signature: _____ Date: _____

Counselor (Print Name): _____ Counselor Signature: _____ Date: _____

NOTES: