



California State University GE Certification/Certificate of Achievement Petition

FOR OFFICE USE ONLY
Received By: _____
Date Received: _____

FILING PERIODS: SPRING – January 1 to July 31 FALL – October 1 to December 1

PLEASE ONLY SELECT ONE:

<input type="checkbox"/> Petition for CSUGE Certification	<input type="checkbox"/> Petition for Certificate of Achievement Only
<ul style="list-style-type: none"> \$5 non-refundable fee for CSUGE Certification. Make check payable to Santa Monica College. Fee covers the cost of a transcript to be mailed to the university you indicate annotating the Certification. If deficiencies are found during the review of your coursework, they must be resolved within one semester/session. If you do not resolve the deficiencies, you will need to reapply for certification and re-pay the \$5.00 processing fee. 	<ul style="list-style-type: none"> Fee: FREE for Certificate of Achievement only. A CSUGE Certification will not be sent to any university. You must be eligible for FULL certification and at least 50% of the coursework must have been completed at a California Community College. Certificates will be mailed to the address on your Corsair Connect Account. If your mailing address is international or out of state, please contact your evaluator.
Petition Updates: All communications and updates concerning this petition will be sent to your SMC email. Check regularly for updates.	

LAST	FIRST	MIDDLE	SUFFIX	SMC ID#
DATE OF BIRTH (MM/DD/YYYY)		TELEPHONE NUMBER		ID NUMBER AT THE TRANSFER SCHOOL

Are you applying for a PARTIAL certification? Yes No

To which CSU campus do you want the Official Copy of the Certification mailed to? _____
(Write one campus name here)

Are you currently enrolled at another college/university? Yes No If so, where? _____

Did you take Advanced Placement exams? Yes No If yes, list subject(s) _____
 (AP Exam reports must be received by SMC directly from the College Board)

List other colleges/universities attended: _____

Have you already had your transcript(s) sent directly to SMC from the colleges you listed? Yes No

Official transcript(s) must be mailed directly to SMC from the other institution(s). Hand carried transcripts will not be accepted. The mailing address is as follows:

Santa Monica College
 Admissions Office ATTN: Evaluator
 1900 Pico Blvd
 Santa Monica, CA 90405

I, the undersigned student, understand that this certification is applicable to the California State University System only and will be forwarded to my transfer school in approximately **4 to 6 weeks**. If coursework is pending for that term, certification will be mailed after grades are posted. I also understand that courses appearing in two different CSU pattern sections will only be given credit in one pattern section.

STUDENT'S SIGNATURE:	DATE:
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OFFICE USE ONLY:	ASSIGNED	SEMESTER	FULL/PARTIAL	GRANTED	MAIL OUT DATE	EMAIL DATE	PROCESSED	CR
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