How to Apply for Your Undeclared Program of Study Certificate or Degree

1. Log into your Bobcat web account, choose Student Services and Financial Aid, then choose GradTracks and open your GradTracks audit.

2. Scroll to the bottom of the page and click on the link, "apply for your certificate/degree."

3. Click on the link, "Application for Certificate /Degree."

   Use this link to apply for your UNDECLARED Program of Study Degree or Certificate

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4. Complete the forms via the drop down menus.

Complete Name & ID number

5. Submit a separate application for each certificate or degree you are requesting.

Within 1-2 weeks of receipt, your application for certificate/degree will be evaluated and a response will be sent to your COCC email account notifying you of your eligibility to graduate.

Email **myprogress@cocc.edu** if you have any questions.

Completion Term
My final term is:

-- Please Select --

Choose the term you **COMPLETE** all of your degree or certificate requirements.

Certificate/Degree:

Please select only ONE option from the four options below. Applications with multiple selections cannot be processed.
1. (AAOT) - (AGS) - (ASOT-B) - (AS) - (AS-TOL) - (OTM*): -- Please Select --
2. (AAS) Associate of Applied Science in: -- Please Select --
3. (CC) Certificate of Completion in: -- Please Select --
4. (STCC) Short-Term Certificate of Completion in: -- Please Select --

Choose one **ONE** degree or certificate - an undeclared program of study only.

*(OTM) Oregon Transfer Module: The OTM (Oregon Transfer Module) is not a certificate or a degree, but is instead a benchmark that is posted of students who complete 45 credits of first year transfer coursework.

Catalog Year

-- Please Select --

Choose the catalog year for your requirements, check your GradTracks account.

Submit

Click here to submit your application. If you are earning multiple degrees, submit one form PER degree or certificate.

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