

IGETC CERTIFICATION APPLICATION

Please follow the instructions and complete all questions. IGETC certification has to be completed by the LAST California community college you have attended prior to transferring even if you completed most of your units at SBCC.

1. Have you applied and been accepted to a four-year college or university?

- YES. Proceed with the completion of this form.
 NO. Request IGETC certification when you have been accepted. **DO NOT** continue completion of this form.

2. Have you completed all the coursework required for IGETC with a "P" (Pass) or a grade of "C" or better?

Important: A college course with a grade of C minus (C-) may NOT be used for IGETC.

- YES. Proceed with the completion of this form.
 PARTIAL IGETC. Proceed with the completion of this form ONLY if you are missing a maximum of two courses on IGETC.
 NO. Request IGETC certification when all your coursework is completed and final grades are available.

3. Have you attended any other colleges or universities besides Santa Barbara City College?

- YES. You MUST attach your unopened final OFFICIAL transcripts from other schools if this coursework needs to be applied to the certification. If you have already submitted official transcripts from other schools, be sure to verify they are in your file by following these steps: log into your Pipeline account, click on "student records", click on "official transcripts received from other institutions." A list of official transcripts received will display. Official transcripts are required for IGETC certification. Failure to submit official transcripts will result in a delayed or incomplete certification.
 NO. Proceed with the completion of this form (you do not need to attach your transcripts from SBCC).

4. Have you completed the IGETC foreign language requirement in high school (two years of the same language with a grade of C-minus or better in the last semester of the second year) or in college (C grade)? (Note: UC requirement only)

- In high school. Attach copies of your high school transcripts (a photocopy of an official transcript is acceptable).
 In college. You do not need to attach copies of your high school transcripts.
 Other. Attach supporting documentation showing completion of this requirement (check with your academic counselor for options)

5. Are you using AP (Advanced Placement) scores for IGETC coursework?

- YES. Attach copies of AP scores or check with SBCC's Admissions and Records to see if there is a copy in your file.
 NO. Proceed with the completion of this form.

Please print: Name: _____
Last First MI

Birthdate: _____ SBCC ID (K Number): _____ Phone: (____) _____
Mo. Da. Yr.

SBCC Pipeline Email address: _____@pipeline.sbcc.edu (your pipeline login)
(SBCC's Certification official will send you an e-mail to your pipeline account to notify you of the approval of your IGETC certification or to request any additional information needed to process your certification. Be sure to check your pipeline e-mail account regularly).

Completion of IGETC automatically qualifies you for a Certificate of Achievement at SBCC. The certificate will be posted on your SBCC transcript. If you do not wish to have the certificate posted on your transcript, please state below:

(Note: Students only qualify for a Certificate of Achievement if they have completed ALL of the requirements for IGETC. Students requesting a partial IGETC certification DO NOT qualify for the Certificate of Achievement. Your name on the Certificate will appear as it shows on your official SBCC records).

CSU/UC Campus to be sent Certification: _____
(Indicate the campus to which you have been admitted and plan to attend. Unless you indicate otherwise, your certification will be sent to the Admissions Office of the campus listed above).

When will/did you transfer to the four-year institution? (Indicate quarter/semester and year): _____

List all colleges attended. A copy of each official transcript must be attached to this form (except SBCC):

List last high school attended. Attach copy of unofficial transcript ONLY if you completed the foreign language requirement (2 years with a C minus or better) at this high school. Check with SBCC's Admissions and Records to see if there is a copy in your file.

Signature _____ Date _____

IMPORTANT NOTE: SUBMIT THIS COMPLETED FORM IN PERSON TO THE TRANSFER CENTER OR VIA MAIL OR FAX TO: SBCC TRANSFER CENTER; 721 CLIFF DR.; SANTA BARBARA, CA 93109. FAX NUMBER: (805) 560-0591 Rev. 04/13/10