

## General Education Certification Request Form

San Joaquin Delta College  
Evaluations Office - DSSB  
5151 Pacific Avenue  
Stockton CA 95207

Email:  
evaluations-followup@deltacollege.edu  
Fax: (209) 954-3769

### **Please read all of the following carefully:**

This is NOT a transcript request.

Submit this form AFTER you have been accepted at the school to which you want the certification sent.

If you did any of the needed coursework at another college...the official transcript from that college must be on file in the Evaluations office OR be submitted with this form. If the other college was private or located out-of-state, or if the course names and numbers have changed since you took the course(s), then you must provide the course descriptions for the needed courses.

If you are going to a UC and you met the foreign language requirement with two years of a foreign language in high school...you **MUST** provide an official high school transcript with this form - regardless of any previous submissions.

GE Certifications can be sent as either partial or complete. Students are advised to check with the institution to see how a partial certification may effect their transfer.

The Evaluations Office will mail the certification directly to the institution specified. A "Student Copy" will be emailed to the student if an email address is provided.

GE Certifications are usually worked within 1-2 weeks of the date the request was received. Requests are NOT held until a grade is posted. If you need a particular grade for certification, wait until the grade is posted to submit the request.

Due to the Family Rights & Privacy Act, we cannot disclose student information over the phone. Inquiries must be made in person with a picture ID.

**Please complete page two and return to the Evaluations Office in person, by email, mail, or fax.**

September 27, 2023

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Last Name _____	Today's Date _____
First Name _____	Student ID _____
Middle Name _____	Birthdate _____
Other last names(s) _____	Phone _____
Mailing Address _____	Alt. Phone _____
City _____ St _____ Zip _____	
Delta's Email _____	@mustangs.deltacollege.edu
Other Email _____	

**Which GE pattern are you requesting certification for?**

CSU     
  IGETC (CSU version)     
  IGETC (UC version)     
 ***Check only one!***

<b>College/university to send the certification to:</b>  College: _____  Mailing Address: _____  _____  City _____ St _____ Zip _____	<b>Other college(s):</b> List any college (besides Delta) that is needed for this GE certification. Official transcripts must be on file.  _____  _____  _____
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**Please Note:**  
**If you are following IGETC (UC version) and you did the foreign language requirement in high school, you must submit an official high school transcript with this form.**

**Other credit:**  
 Check the appropriate box for any other credit that you have on file at Delta College:

Exams: Advanced Placement, International Baccalaureate, College-Level Exam Program     
  Pre-1983 units at Delta College