



21250 Stevens Creek Blvd.  
Cupertino, CA 95014

# General Education Certification Request

**Step 1** Tip: You may need to download then open this form with different viewer software (e.g. Adobe) before completing and saving it.

Student ID#	Last name	First name	Date
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**Step 2**

Check one GE pattern.

CSU GE Breadth

IGETC for CSU

IGETC for UC

**Step 3**

Enter the university's mailing information. Tip: hit "enter" to begin each new address line

**Note:** GE certifications will be sent to only one (1) university per student.

university name: \_\_\_\_\_

university address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Step 4 (IGETC for UC only)**

**IGETC for UC AREA 6 Language Other Than English Proficiency requirement**

Review your DegreeWorks report or MyPortal unofficial transcript, then check one of the the following.

Note: If you need assistance, please visit the Counseling and Advising Center.

Proficiency met with De Anza College or other college-level course credit.

Proficiency met with high school transcript as indicated by "IGEX D006." code on my DegreeWorks report.

I have attached my high school transcript incl. my Student ID# to this request for review (a sealed official or unsealed unofficial copy). Foreign h.s. students may also attach their graduation diplomas or middle school transcripts if translated into English.

I have not met this proficiency.

**Step 5**

Send now.

Send after my final grades for the current quarter are posted.

**Step 6**

Sign, save, and submit.

Please submit to **evaluationsda@deanza.edu**, the Admissions and Records office, or the Admissions and Records drop box.

**Important:** It is the student's responsibility to ensure that all relevant documents are on file with the Admissions and Records office prior to the request for certification. For example, if any transcripts are missing, a partial IGETC certification will be sent to the university or your request may be denied.

**X** Sign or type your name \_\_\_\_\_

Please note: certifications may take up to 10 business days or more during peak times once all required materials have been received and any required courses' final grades have been posted.