

# GRADUATION



## FILING GUIDELINES

All prospective graduates are required to meet with their respective academic advisor in the Academic Advising Center, ASAP, Education Department, or SEEK Program prior to submitting their graduation application package to the Registrar's Office. Students must adhere to the filing period noted on the academic calendar each semester.

A student is eligible to file for graduation pending the following conditions:

- Has met with Academic Advisor to review degree audit
- Has met the minimum required 2.0 GPA
- Has met the minimum required 60 credits (Associates Degree) or 120 credits (Bachelor's Degree) in declared curriculum
- Has registered for last semester of "Still Needed" courses
- Has met the minimum credits of residency needed
- Has begun the process to resolve INC grades by deadline
- Has received all necessary waivers and/or substitutions (Must consult with advisor)

If conditions are met, you will complete a graduation application (PDF) with your advisor. Your completed application will be submitted to the Registrar's Office for further processing and you will be copied on the communication.

**Questions?**

**Contact your assigned advisor in  
AAC, ASAP, EDUCATION, OR SEEK.**