

# PROGRESS TOWARD DEGREE AND GRADUATION

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## Application for a Degree or Certificate

When students are prepared to complete degree or certificate requirements, they must file the online Intent to Graduate form by the published deadline. Students who are pursuing a degree and a certificate simultaneously file the form when they have completed the requirements for both. Upon receipt of the form, the registrar will verify the student's eligibility for graduation and include the student as a candidate for graduation in the commencement brochure.

## Commencement

Commencement exercises are held in December and May. Students pursuing a degree and a certificate simultaneously are invited to participate in commencement after they have completed the requirements for both. Students who have not completed all graduation requirements may participate in commencement if the following conditions are met:

### December Commencement

Students who have no more than four credits remaining to complete all graduation requirements may participate in the December commencement ceremony provided the remaining credits will be completed in the spring term following commencement.

### May Commencement

Students who have no more than four credits remaining to complete all graduation requirements may participate in the May commencement ceremony provided the remaining credits will be completed in the summer session following commencement.

## Final Transcript and Diploma

Students receive a final transcript and diploma upon completion of all course work, provided they have no holds on their record.