



## Spring 2012 Graduation Information

All notification concerning the status of your degree application will be sent to your Fresno State email account. Please make sure you have a current CSUF email address on your Student Center.

1. **GRADUATION DATE:** The spring 2012 graduation date is May 19, 2012. All course requirements must be completed by May 19, 2012. Students cannot graduate if incomplete grades for any term remain on the record as of May 19, 2012. Students completing concurrent coursework toward the degree at another institution must have that coursework completed by May 19, 2012.
2. **DOCUMENT DEADLINE:** All substitution memos, petitions, waivers, transcripts from other institutions, etc., must be received by the June 15, 2012 document deadline. Applicants whose documents are received after this date will need to refile for graduation for a subsequent term.
3. **TRANSCRIPTS FROM OTHER INSTITUTIONS:** Campus Policy requires a student to submit official transcripts from all colleges they have attended. All coursework must be completed by the graduation date and all official transcripts must be received by the document deadline. We strongly recommend you review a copy of your university transcript to be sure all courses, grades, and units are accurately recorded. *NO additions, deletions, or changes are permitted to student's record after the degree has been recorded.* For further information contact the Evaluations Office (559) 278-4076.
4. **INCOMPLETE GRADES:** All incomplete grades must be cleared before a degree can be awarded. Even though a course may not be needed for your degree, the incomplete must be made up or changed to an "IC" before your degree can be awarded. To qualify for May graduation, final grades must be received by June 15, 2012.
5. **DEGREE CLEARANCE:** During June 2012, we will review all applications for Spring 2012 graduation and notify candidates of any remaining deficiencies, via CSUF e-mail address. If your application is rejected, you **MUST REFILE** for graduation during the next appropriate filing period.
6. **DIPLOMA AND TRANSCRIPT:** Primary and secondary majors are printed on the diploma. Completion of a minor or third major is not indicated on the diploma, but does appear on the official transcript. Your diploma will be mailed to the Diploma Address in your Student Portfolio approximately three months after May 2012 graduation. Transcripts with your degree awarded will be available at the end of June 2012. Degrees will not be posted nor diplomas ordered for students with financial holds.
7. **POST-BACCALAUREATE CREDIT:** Upper division courses completed at the university during the term in which the Bachelor's Degree is granted will automatically be indicated on the student's academic record as Post-Baccalaureate Credit provided they are not needed for the degree, are not CBE units, the student is in good academic standing at the beginning of the Spring semester, and the student earned a "C" grade or better. Students do not need to request Post-baccalaureate credit.
8. **COMMENCEMENT:** Spring 2012 graduates will be listed in the 2012 Commencement Program by the Diploma Name. After March 12th, contact the Kennel Bookstore regarding cap/gown and announcement information. Any questions regarding the Commencement Ceremonies should be directed to the Kennel Bookstore Supply Department at (559) 278-4062.
9. **GRADUATE ADMISSION:** All students graduating this Spring and planning to re-enroll in Fall 2012 or a subsequent semester, must file the appropriate application for admission to the University as a graduate or Post-baccalaureate student. You will not be allowed to register if you have not been admitted to post-baccalaureate status. Note: Post-baccalaureate Status refers to all students who have earned a baccalaureate degree and are pursuing a Masters degree, second baccalaureate degree, second major, or credential.