

# Important Notice Summer 2014 Graduation

## **Graduating Seniors**

The university has implemented an <u>online process</u> to **Apply for the Undergraduate Degree.** You can apply via your Student Center and pay the graduation fee at your convenience without visiting the Evaluations or Cashier's offices!

If you are a senior planning to graduate Summer 2014, you must apply to graduate during the filing period for summer graduation.

### The filing period is May 19, 2014 through June 13, 2014

During the filing period, you will file your degree application and pay the filing fees by using our new online Undergraduate Degree Checkout Process through your Student Center>Apply for Undergraduate Degree. After you have clicked on the link **Apply for Undergraduate Degree**, the first box has a banner **Student Details**, the second box has a banner **Undergraduate Degree Checkout Completion Steps**. Follow the Undergraduate Degree Checkout Completion Steps until you receive a message that you have successfully submitted your degree application. You must click on "Submit" to complete the application process. You may pay online with Master Card, Discover, American Express, or electronic check.

#### **Undergraduate Degree Checkout**:

This feature allows you to view your major, access your DARS degree audit, and enter the name that you want printed on your diploma. You can also access a "Senior" DARS which shows only the remaining courses needed for your degree and areas with courses in progress.

#### **Graduation Status:**

After you apply for graduation for Summer 2014 and your application has been reviewed, the Evaluations Office will send an email to your Fresno State email account with your graduation status.

If you have any questions, please call the Evaluations Office at (559) 278-4076. Best wishes for a successful summer semester.