

ARE YOU READY TO GRADUATE?

Things you need to know!

TAKE CHARGE OF YOUR ACADEMIC RECORD!

- Use your Degree Progress Report to keep on track.
- As your advisor to assist you. Ask your Chairperson if your advisor is not available.
- You are ultimately responsible for your academic record!
- Educate yourself. Empower yourself.

WHEN SHOULD YOU APPLY FOR GRADUATION?

- Apply online for graduation once you have 90 graded credits.
- Be sure to confirm your anticipated graduation date with your Advisor.
- Check<u>www.wcupa.edu/registrar</u> for the Graduation Application Timeline.

HOW DO YOU APPLY FOR GRADUATION?

- Apply online through your myWCU account.
- Click on "Apply for Graduation" and follow the prompts.
- Dual majors must apply under each major.
- If your term is not on the timeline then go to the Registrar's Office and use the Late Graduation Application form.
- Your name may not appear in the Commencement Booklet if you apply late.

WHAT IS THE GRADUATION PROCESS AFTER I APPLY?

- A Graduation Fee of \$82 is charged to your account. Fee covers the cap, gown, hood, tassel, charm, diploma and cover, and 10 announcements.
- Your General Education Requirements will be reviewed by your graduation analyst.
- Notations will be made on your Degree Progress Report and you will receive an email.
- Check with your Advisor(s) regarding your major/minor requirements.
- After grades are posted at the end of the term, your academic department sends your graduation clearance to the Registrar's office.

GRADUATION CHECK LIST

Make sure you have 120 total adjusted credits.

	Credit Summary									
	Admitted	Holds	CumGPA	TranCr	CumCr	+ UngCr	(Remed +	DupCr)	= AdjCr	
UGRD	2065		2.470							

- Some majors require more than 120- check the catalog for the major credit requirements.
- Be aware of any minimum GPA necessary for your major.
- Make sure you have at lease one 300/400 level writing emphasis course.
- Be sure your permanent home address is updated- this is where your diploma will be sent.

TRANSFER STUDENTS

- Make sure all transfer credits are posted and mapping correctly into your Degree Progress Report.
- In order to achieve Latin Honors you must have 60 WCU credits.

HOLDS

Holds prevent the printing of the diploma so clear all holds.

- For Financial Aid regarding your Direct Loan online exit interview (610-436-2627)
- Perkins Loan Office 610-436-2554
- Bursar 610-436-2552
- Library 610-436-2946
- Public Safety 610-436-3345
- Health Center 610-436-2509
- Judicial 610-436-3511

PICTURES

- Senior Portraits are taken by Herff Jones at Sykes Student Union. Call 1-800-687-9327 for an appointment.
- Legacy Photographers are at the ceremony 1-800-447-2550.
- For Serpentine yearbook information go to <u>www.ouryear.com</u> (school code 87112) or call 610-436-2241.

HONORS

 A cumulative 3.25 GPA earned the semester prior to Graduation designates honors.
 3.250-3.499 Cum Laude *
 3.500-3.749 Magna Cum Laude**
 3.750-4.000 Summa Cum Laude***

- Transfer students must complete 60 WCU credits.
- Honors cords are purchased at the bookstore for \$6.00 at their cash register. Please bring ID.

COMMENCEMENT CEREMONY

- There are two commencement ceremonies each year: December and May.
- All August graduates walk in the May commencement because there is NO August ceremony.
- All commencement information and the list of graduates are posted on the Registrar's webpage. <u>www.wcupa.edu/registrar</u>

BOOKSTORE

- Please bring identification to pick up your cap, gown, hood, tassel, charm and 10 free announcements. These are included in your graduation fee.
- Purchase your Honors cord.
- Hours are posted on the Graduation website.

DIPLOMAS

- At the ceremony you will receive only your diploma cover.
- You diploma states only your degree: Bachelors of Arts or Bachelors of Science.
- The name on your diploma will be your preferred name unless otherwise indicated.
- You must clear all holds in order to receive your diploma.
- December Diplomas are mailed late February
- May Diplomas are mailed late July.
- August Diplomas are mailed late October.

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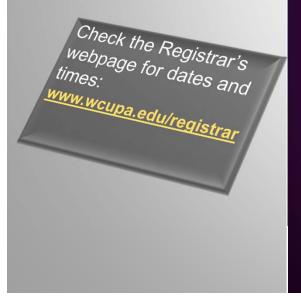
Ms. Lillian Kluka, Graduation Analyst, reviews:

- College of Business and Public Affairs
- College of Visual and Performing Arts
- College of Health Sciences
- Ms. Dorothy Cureton, Graduation Analyst, reviews:
 - College of Arts & Sciences
 - College of Education

Analysts see students on Tuesdays & Wednesdays



All students are welcome to attend!



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Presented by The Registrar's Office