Application for Graduation Instructions:

Student should fill out the Graduation Application Form and follow the steps below:
1. Log on to your Student Services Center
2. Click the green *make a payment/view e-bill* box
3. Select *Registration Fees* on the right side of the screen
4. S*elect Spring Future Fees*
5. Enter *60.00* in the *Price* box if it is your first time applying or *10.00* if you are reapplying and *Graduation Application* in the *Description* box
6. Click *Add to Basket* and proceed to complete payment

Once payment is complete, please type your name on the signature line and email your graduation application form to registrar@csustan.edu.

Enrollment Services will verify the payment has been posted prior to processing the form. If you do not have access to your student center, you can also mail in the form along with a $60 or $10 check or money order to the address below:

Stanislaus State
Attn: Cashiers
One University Circle
Turlock, CA 95382

Processing: Due to limited office operations, you will receive your completed Graduation Approval Form from your evaluator via your student email. You will then be contacted by your major advisor. If you have any questions, please feel free to email us at registrar@csustan.edu.

Bachelor's Degree Applicants:

A candidate for a bachelor's degree should submit an Application for Graduation to Enrollment Services when two semesters remain to complete requirements for the degree and when 90 units have been completed so that a graduation evaluation of credit can be provided prior to registration for the student's final term.

Once a graduation evaluation is completed, a student who requests a change in the major, minor, or concentration will be required to reapply for graduation by completing an Application for Graduation and pay a $10 re-application fee at Cashiers.

A student who does not meet all degree requirements for the term requested, will be required to reapply for graduation for the term in which all requirements will be satisfied and pay a $10 re-application fee.

For additional Graduation information please visit: csustan.edu/enrollment-services/graduation

Master's/Doctoral Degree Applicants:

A candidate for a master's / doctoral degree should submit an Application for Graduation to Enrollment Services in the first two weeks of a term in which the work is to be completed.
Students will not receive a graduation approval form. The student's program will submit all the necessary documentation to Enrollment Services. Students wanting to apply for a Credential will need to contact the Credential Office for information.
A student who does not meet all degree requirements for the term requested, will be required to reapply for graduation for the term in which all requirements will be satisfied and pay a $10 re-application fee.
For additional Graduation information please visit: csustan.edu/grad/graduating-students

Commencement

What is the difference between Graduation and Commencement?

- Graduation is the conferral of a degree and the issuance of a diploma. A student graduates when he/she has filed an Application for Graduation and has fulfilled all the requirements for their degree. Students who have applied for graduation may participate in the Commencement ceremony, but this participation does not imply that they have graduated or that they have completed degree requirements.
- Commencement is the formal ceremony that is held each May to recognize and honor the achievements of degree candidates, graduates, and teaching credential recipients
- Each Spring the commencement brochure includes students who graduated the previous Fall or students who have submitted an Application for Graduation for the Spring and Summer. For specific deadline information please visit: csustan.edu/commencement

ES:03/24/20

California State University, Stanislaus
Enrollment Services

Application for Graduation

PART I   Student Information

University ID # _____   Date   _____

Print Name _____
First   Middle   Last

Phone# (_____)_____   Email address _____

PRINT your name exactly as you wish it to appear on your diploma. Please use caps and spaces where applicable

First   **Middle**   **Last**

Mailing address_____
Street   City   State   Zip

Diploma address _____
Street   City   State   Zip

PART 2   Degree Information

Term and year of expected graduation   Fall 20_____   Spring 20_____   Summer 20_____

The information below will update your current record and supersedes prior declared program information

Degree: circle one   BA   BS   BM   BFA   MA   MS   Other_____
(Graduate students only)

Major   _____

Concentration _____

Emphasis / Track_____

Minor   _____   (if you're not completing a minor please state NONE)

If you are seeking a double major, please indicate additional major here_____

If you are seeking a dual degree please indicate additional degree here_____
See University Catalog, *Requirements for an Additional Baccalaureate Degree*

I certify the information submitted in this application is complete and correct.

Student's signature _____   Date _____

CASHIER'S Use Only	RECORDS Use Only	EVALUATIONS Use Only
Date fee paid _____	Date processed _____	Approval form sent _____
Receipt # _____	Term activated _____	Cleared date _____
Received by _____	Plan updated _____	