

Graduation Information Handout – Spring 2018

COMMENCEMENT: Thursday, May 24th, 2018

8:30 AM	1:00 PM	5:30 PM
Anthropology Biological Sciences Chemistry and Biochemistry Geosciences and Environment Mathematics Natural Sciences Physics and Astronomy	Asian and Asian American Studies Chicana(o) & Latina(o) Studies Latin American Studies Pan African Studies Political Science Psychology	History Sociology

Please note: Students who file for graduation for the Fall 2017, Spring 2018, and Summer 2018 terms will be participating in commencement held in May, 2018. The NSS Academic Advisement Center does not coordinate this event, so **questions regarding Commencement may be directed to commencement@calstatela.edu**. You may also check the commencement website at www.calstatela.edu/commencement for any updates!

GRAD FAIR 2018: Will be held in March 20 & 21, 2018 in the Golden Eagle Ballrooms, 3rd floor from 10 a.m. - 7 p.m. and it will be the first time graduating candidates can get the following:

- **Commencement Tickets (Student ID required)**
- **Graduation Portraits**
- **Alumni Association Grad Pack**
- **Custom Sashes**
- **Cap and gown**
- **Commencement flowers**
- **Graduation Announcements**
- **Class Rings**
- **Cultural Graduation Celebrations**

Contact the Alumni Association at (323) 343-2586 or email alum@calstatela.edu with any Grad Fair 2018 Questions. If you miss Grad Fair, you can still reserve commencement tickets starting April 2018, and purchase regalia at the Cal State LA Bookstore.

FILING FOR GRADUATION

When do I file for graduation?

Declared Graduation Term	Deadline for Undergraduates
Spring Semester	Preceding October 15 th
Summer Term	Preceding February 1 st
Fall Semester	Preceding March 1 st
Winter Intersession	Preceding September 1 st

Fees:

\$20 Application Fee and \$10 Diploma Fee (\$30 Total) when filed by the deadlines

Students will not be able to register beyond the expected graduation term. If you miss this deadline, be assured that you can still file for graduation. However, you will be charged a \$25 late fee in addition to the standard fees (Total of \$55 to file with late fee included)



WHEN CAN I FILE?

Students can file for graduation after they have:

- Earned at least 90 semester units
- Earned a minimum grade point average (GPA) of at least a 2.0 in each of the following:
 - All college work attempted (includes transfer work)
 - All courses attempted at Cal State LA
 - All general education courses
 - All courses required for major(s)
- Completed or registered to take the WPE (UNIV 4000)
- On track to complete all graduation requirements by the end of declared term.
- PLEASE NOTE: Students will not be allowed to register for any terms occurring after your declared graduation term without filing a Request to Change Graduation Term. Please see an advisor with any questions!

HOW DO I FILE?

1. Review your Review your **CSU Academic Advisement Report (CAAR Report on GET)**.
2. Using your CAAR, list all incomplete requirements on the graduation application (red box on report) and how you will meet the requirement. Graduation application is available at the Graduation office website: <http://www.calstatela.edu/graduation>
3. Submit to your advisor for review and signature
4. Take signed graduation application to Cashier's (Admin 128) and pay fees

See Sample Below:

1	Requirement Not Satisfied Upper Div Core Course	When will you complete (term)? Spring 2018	How will you complete (course)? SOC 3100 - Stats
Advisor Notes:			

MEET WITH AN ADVISOR

Please note that the NSS Academic Advisement Center can accommodate only a **limited amount of 30 minute appointments** to do graduation checks. We strongly recommend that you schedule your appointment early to avoid missing a graduation deadline.

Please note that the following majors must complete their graduation check with their department chair and/or faculty advisor. Please visit or contact your major department to schedule or get more details:

- Biology and Microbiology
- History