

Please complete each of the following steps to ensure a successful graduation.

2 semesters before you graduate:

- [Apply for graduation](#) by the deadline:
 - Fall – June 1 Spring – September 15 Summer – January 30
- Confirm your mailing address and name via the [DUCK](#). Update your address or [request a name change](#) if needed.

2 – 3 weeks after submitting your graduation application:

- [DegreeWorks](#) academic evaluation will be sent by a graduation evaluator via CSU email.
- Review the evaluation with your [academic advisor](#) as needed.

In the semesters following your application submission:

- Continue to work with your academic advisor and review [DegreeWorks](#) to ensure you meet the [undergraduate](#) or [graduate](#) graduation requirements.

February (spring graduates) or August (summer/fall graduates):

- Monitor your CSU email for event details regarding the Grad Fair hosted by the [Loch Shop](#) or visit their website for information regarding regalia.

March (spring graduates) or October (summer/fall graduates):

- Monitor your CSU email for information regarding commencement registration.
- A registration link will be sent when the system opens.
- For information about commencement and registration, review the [Graduation Ceremony FAQs](#).

2 weeks prior to commencement:

- Monitor your CSU email for information regarding tickets. The number of tickets will not be decided until after registration closes.
- After you are notified that they are available, pick up your tickets at the [Registrar's Office](#). Your tickets will include instructions for the commencement ceremony.

May (spring graduates) or December (summer/fall graduates).

- If you registered, attend [commencement](#). Refer to the commencement instructions that were attached to your tickets.

4 weeks after the semester ends:

- [Degrees](#) are awarded following the semester's grade submission deadline.
- Diplomas will be available approximately 4 work weeks after the grade submission deadline.
- Monitor your CSU email for notification that your diploma is available for pick up in the Registrar's Office.