1. Each potential candidate must apply for graduation and final degree check in room 205 of N. Shepler to ensure that his/her course work is audited and, if the requirements are met, the degree is awarded.

2. Any transcripts of work taken at another institution or cleared ‘I’s required for graduation must be received by the Office of the Registrar within two weeks of the last day of the semester. It is the responsibility of the candidate to ensure receipt. Any transcripts or grades received after the deadline will be applied toward graduation for the following semester.

3. The application for graduation provides the option for the release of student directory information, which includes name, address and phone number as well as degree verification and the recognition of awards in print.

4. The graduation fee of $15.00, which includes the cost of the diploma, is due when applying for graduation. It may be paid at One-Stop Shopping located in the McMahon Centennial Complex.

5. Extra diplomas are $15.00 each.

6. Degrees are posted to student transcripts within two weeks of the last day of the semester.

7. Diplomas are mailed within 6 to 8 weeks after the last day of the semester.

8. Cameron University has one commencement ceremony a year, held in May; graduates from the previous fall semester, current spring semester, and following summer and fall semesters are eligible to participate in the ceremony.

9. Candidates for December graduation may choose to participate in either the previous or following May commencement ceremony.

10. In March, the bookstore will post information regarding caps and gowns on Aggie Access.

11. Newsletters will be mailed in April to all potential participants providing details on the commencement ceremony.

12. If the requirements for graduation are not fulfilled in the semester indicated on the application, the candidate must notify the Office of the Registrar of when the requirements will be satisfied.

_I acknowledge that the above conditions have been made known to me by a member of the Office of the Registrar, and I understand the requirements for graduation._

______________________________   ________________
Signature of Student       Date