

## Graduation and Degree Conferral Policy

Date Effective: Fall, 2014

Issued By: Provost's Council

Contact: Registrar's Office, 814-393-2229

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### Purpose:

Establish guidelines for when students participate in commencement ceremony and when degrees are conferred.

### Policy:

Students must initiate an application for graduation to be considered a candidate for graduation. Graduation applications are submitted online by the student in their MyClarion Student Center. Applications must be approved by the academic advisor. Deadlines for submitting applications are available on the Registrar website.

Formal commencement exercises are held in December and May of each year. Participation in the December ceremony is limited to those degree candidates who will complete their degree requirements in fall or winter intersession. Participation in the May ceremony is limited to those degree candidates who will complete their degree requirements in the spring or summer.

Degrees are conferred six times annually – the last day of final exams for the fall semester, winter intersession, spring semester, first summer session, second summer session, and third summer session.

Students who have not successfully completed all degree requirements within 30 days after the last day of final exams will not have their degree awarded until the degree conferral date for the term their requirements have been completed.

Students who do not successfully complete their degree requirements for the term are responsible for reactivating their application for graduation by notifying the Registrar's Office of their next anticipated date of graduation.