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**Effective:** October 1997

### **Academic Policy GRADUATION**

Approved: October 1997

Reviewed: June 1, 2007 Deans'  
Council, Faculty Senate

Revised: February 2, 2024 Deans'  
Council, Faculty Senate

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The University confers degrees four times annually – at the conclusion of the fall semester, winter term, spring semester, and summer term.

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

Students must initiate an application for graduation to be considered a candidate for graduation. Applications are available on the Commencement website. The deadline to submit graduation applications is published on the fall and spring semester calendars on the Registrar's Office website. Undergraduate degree applications must be signed by the academic adviser and the department chairperson. Graduate degree applications must be signed by the candidate's program adviser and graduate program coordinator.