

INFO FOR SUMMER 2019 CLAS GRADS

Important information on finishing your degree.

If one or more of these requirements are not met, your degree may not be granted.

Please check your academic notices for alerts regarding important steps:

<http://collegeadvising.ku.edu/advising/check-academic-notice>

Graduation Steps

- 1. Apply for graduation in Enroll & Pay by April 19, 2019 to receive a priority degree audit.** The **final** deadline to apply for graduation for summer 2019 is **July 15, 2019**. If your academic plans change after you apply for graduation please notify College Advising & Student Services, 109 Strong Hall. Instructions to apply for graduation available here: <http://www.registrar.ku.edu/current/graduation.shtml#apply>
Please apply for graduation for the term you plan to *FINISH* your degree requirements.
- 2. Final advising appointment:**
Make an appointment with your major and/or minor advisor to be certain you're enrolled in all courses needed to complete all of your outstanding graduation requirements. You may need to receive official approvals from your major or minor department and/or complete paperwork to ensure your eligibility to graduate. **You should have your final graduation advising appointment before the first day of summer classes.**

Do any of the following apply to you? You are responsible for meeting the following deadlines:

-Study Abroad Paperwork -Petitions	If you have completed a study abroad program, it is beneficial for you to complete the necessary paperwork so your coursework posts before your last semester. You should not wait to petition any requirements in your last semester. Waiting to take action with either of these may delay your graduation	March 1, 2019
Incomplete Grades	If you are finishing an incomplete to fulfill graduation requirements, your instructor must submit your grade to the Office of the University Registrar. <i>Any remaining incompletes on your academic record will be calculated as an "F". As of Fall '09, Incomplete grades will be converted to an "F" one year after the incomplete is assigned or upon graduation. If either causes your KU GPA or Major Junior/Senior GPA to drop below a 2.0, your degree will not be granted.</i>	Aug 2, 2019
Transfer Credit	If you are taking courses at another institution to complete graduation requirements, your <u>official transcript</u> must be received by the KU Office of Admissions, 1502 Iowa Street, Lawrence, KS 66045. A minimum grade of C must be earned for a course to transfer to KU. <i>If you have concerns about transfer work, please contact your graduation advisor. It is YOUR responsibility to provide official transcripts. Transcripts received after the deadline will delay your degree completion term.</i>	Aug 15, 2019
Honors Intent Forms	If you are pursuing departmental honors, complete an Honors Intent Form which must be signed by your honors advisor. Submit the form to College Advising & Student Services, 109 Strong Hall (If you do not meet the deadline, you will not be listed in the spring commencement program)	July 15, 2019

Commencement: There is not a summer 2019 graduation ceremony. Students who graduate in the summer 2019 term will receive an invitation to the College fall 2019 graduation ceremony, tentatively planned for **December 15, 2019** at the Lied Center. Invitations will be sent via an email in October.

Diploma: Make a diploma delivery request in Enroll & Pay after you apply for graduation. You may request to pick up your diploma at the KU Visitor Center (bring a picture ID) or you may request to have your diploma mailed to you. For more detailed information: <http://registrar.ku.edu/diplomas>