ARE YOU READY TO GRADUATE?

Things you need to know!

Presented by
The Registrar’s Office

Check the Registrar’s webpage for dates and times:
www.wcupa.edu/registrar
TAKE CHARGE OF YOUR ACADEMIC RECORD!

- Use your Degree Progress Report (DPR) to keep on track.
- Ask your advisor to assist you. Ask your Chairperson if your advisor is not available.
- You are ultimately responsible for your academic record!
- Educate yourself. Empower yourself.
Apply online for graduation once you have 90 graded credits.

Be sure to confirm your anticipated graduation date with your Advisor.

Check the Graduation and Commencement section of the registrar website for the Graduation Application Timeline: [www.wcupa.edu/registrar](http://www.wcupa.edu/registrar)
HOW DO YOU APPLY FOR GRADUATION?

- Apply online through your myWCU account.
- Click on “Apply for Graduation” and follow the prompts.
- Dual majors must apply under each major.
- If your term is not on the timeline then go to the Registrar’s Office and use the Late Graduation Application form.
- Your name may not appear in the Commencement Booklet if you apply late.
A Graduation Fee of $82 is charged to your account. Fee covers the cap, gown, hood, tassel, charm, diploma and cover, and 10 announcements.

Your General Education Requirements will be reviewed by your graduation analyst.

A graduation note will be made on your Degree Progress Report and you will receive an email.

Check with your advisor(s) regarding your major/minor requirements.

After grades are posted at the end of the term, your academic department sends your graduation clearance to the Registrar’s Office.
Make sure you have 120 total adjusted credits.

Some majors require more than 120- check the catalog for the major credit requirements.

Be aware of any minimum GPA necessary for your major.

Make sure you have at least one 300/400 level writing emphasis course.

Be sure your permanent home address is updated- this is where your diploma will be sent.
RESIDENT CREDIT

- At least 30 of the last 45 credits must be taken at WCU.
- At least 50% of the major and 50% of the minor, excluding cognates, must be taken at WCU.
- The Degree Progress Report (DPR) does NOT calculate this requirement, so it must be checked manually.
TRANSFER STUDENTS

- Make sure all transfer credits are posted and mapping correctly into your Degree Progress Report (DPR).
- In order to achieve Latin Honors you must have 60 graded WCU credits.
Holds prevent the printing of the diploma so clear all holds.

- For Financial Aid regarding your Direct Loan online exit interview (610-436-2627)
- Perkins Loan Office 610-436-2554
- Bursar 610-436-2552
- Library 610-436-2946
- Public Safety 610-436-3345
- Health Center 610-436-2509
- Judicial 610-436-3511
PICTURES

- Senior Portraits are taken by Herff Jones at Sykes Student Union. Call 1-800-687-9327 for an appointment.
- Legacy Photographers are at the ceremony: 1-800-447-2550.
- For Serpentine yearbook, go to https://www.facebook.com/WCUSerpentine or https://orgsync.com/32471/chapter. The Faculty Advisor for this is Professor Ashley Patriarca.
A cumulative 3.25 GPA earned the semester prior to Graduation designates honors.

- 3.250-3.499  Cum Laude *
- 3.500-3.749  Magna Cum Laude**
- 3.750-4.000  Summa Cum Laude***

Transfer students must complete 60 graded WCU credits.

Honors cords are purchased at the bookstore for $6.00 at their cash register. Please bring ID.
There are two commencements each year: May and December.

All August graduates walk in the May commencement because there is NO August ceremony.

All commencement ceremony information is posted on the commencement website: www.wcupa.edu/commencement

The list of graduates is posted on the registrar website: www.wcupa.edu/registrar
Please bring identification to pick up your cap, gown, hood, tassel, charm and 10 free announcements. These are included in your graduation fee.

Purchase your Honors cord.

Hours are posted on the Commencement website: [www.wcupa.edu/commencement](http://www.wcupa.edu/commencement)
At the ceremony you will only receive your diploma cover.

You diploma only states your degree. Example: Bachelor of Arts or Bachelor of Science.

The name on your diploma will be your preferred name unless otherwise indicated.

You must clear all holds in order to receive your diploma.

December Diplomas are mailed late-February.

May Diplomas are mailed late-July.

August Diplomas are mailed late-October.
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Ms. Lillian Kluka, Graduation Analyst, reviews:
- College of Business and Public Affairs
- College of Visual and Performing Arts
- College of Health Sciences

Ms. Dorothy Cureton, Graduation Analyst, reviews:
- College of Arts & Sciences
- College of Education

Analysts see students who have applied for graduation on Tuesdays & Wednesdays