Graduation Term Update

Use this form to update the anticipated graduation term you originally submitted on your Graduation Application. Do not submit another graduation application. Do not pay additional graduation application ($20) or diploma fees ($10). You will not be eligible to enroll in terms beyond your anticipated graduation term until this form is processed. This form must be accompanied by a $25 late submission fee. Complete information about commencement ceremonies is available at: http://www.calstatela.edu/commencement.

STUDENT IDENTIFICATION

Bring your Golden Eagle One Card or other photo identification when dropping off this form at the Cashier's Office, ADM 128

CIN:		Name:	

YOU MAY NOT EXTEND YOUR GRADUATION DATE FOR THE FOLLOWING REASONS

1. Complete a minor.
2. Continue to receive financial aid or defer repayment of student loans.
3. Attempt to better your GPA beyond what is required for your current degree program.
4. Extend your enrollment to complete graduate program prerequisites that are not required for your current degree program. Consider enrolling through Open University: http://www.calstatela.edu/openuniversity.

WHY ARE YOU EXTENDING YOUR GRADUATION DATE?

Please explain why it is necessary to extend your graduation term beyond what you originally declared.

WHEN WILL YOU COMPLETE YOUR REMAINING DEGREE REQUIREMENTS?

1. Review your Academic Requirements report accessible through the GET Student Center and make note of the "Requirement Not Satisfied" items (red boxes on report).
2. Write in the grid below an explanation of how you will fulfill or have already completed each Requirement Not Satisfied (red box on report). **The last completion term indicated on this plan will be used as your new anticipated graduation term.**
3. If needed, schedule an advising appointment with your major department(s) or colleges(s). The academic advisor(s) will review this form with you confirming you have identified a reasonable new anticipated graduation term based on your completion plan listed below.
4. Pay the $25 late submission fee at the Cashier's Office, ADM 128, and leave the form with the cashier. It will be forwarded to the Graduation Office for processing. Please allow one business day for your records to be updated.

#	REQUIREMENT NOT SATISFIED	TERM WHEN YOU WILL COMPLETE?	HOW YOU WILL COMPLETE?
e.g.	G.E. Diversity Race/Ethnicity	Spring 2017	LAS 1020
1			
2			
3			
4			
5			
6			

By signing and submitting this document I understand that I will not be able to register beyond the anticipated graduation term indicated above and I understand that this may affect my eligibility to participate in commencement ceremonies and have my name listed in the program.

Student Signature:		Date:	

Return to: Cashier's Office • ADM 128 • 5151 State University Drive • Los Angeles, California 90032