Graduation Term Update: Graduate

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

Use your **Cal State L.A. issued email** when submitting this form online to the Graduation Office (**GraduationOffice@calstatela.edu**)

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 fee online via CashNet and email the receipt and completed graduation term update form to the Graduation Office email account (GraduationOffice@calstatela.edu) *or* pay via Financial Services (Student Services Bldg. 2nd Fl., Room 2380). Please allow 3-5 business days for processing.

#	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:	Send from your **Cal State LA email** account to act as your electronic signature	Date:	

Return to: Graduation Office email (GraduationOffice@calstatela.edu), In person at the Student Services Bldg. 1st Fl Lobby.

5151 State University Drive • Los Angeles, California 90032