Graduation Requirements

Catalog of Entry

The Graduate Catalog in effect when a student enrolls in a program will be
the guide to graduation requirements, provided the student is in continuous
attendance and does not change programs.

When a student changes programs, the guide to graduation requirements will
be the catalog in effect at the time of change.

Readmitted students will use the catalog in effect at their last readmission as
the guide to graduation requirements. Any exceptions to requirements must be
approved by the student’s program director. The university reserves the right to
change course offerings and academic requirements.

Degree Conferral and Commencement Ceremony

Degrees are conferred three times a year: Fall (December), Spring (May) and
Summer (August).

A graduation application must be completed by the stated deadline of the
semester the student intends to have their degree conferred. A graduation
application must be submitted to award the degree regardless of the
student’s plans to participate in the commencement ceremony. Submission
of the graduation application is the student’s responsibility. There are two
commencement ceremonies each year:

• fall commencement ceremony at the end of the first semester in
  December and
• spring commencement ceremony at the end of the second semester in
  May.
• summer graduates can choose to participate in the fall or spring
  ceremony.

Please refer to the “Special Purpose Fees and Service Charges” list as well as
the section titled “Other Fees” for information about the graduation fee. The
Graduation application can be accessed through the Penguin Portal.

Posthumous Degrees

A deceased student who was enrolled in an undergraduate, graduate or
doctoral degree program at the University at the time of his/her death
may be recommended for a posthumous degree by a faculty member,
department chairperson, or dean of the appropriate college or academic unit. A
recommendation must be in writing and proceed, respectively, for approval as
follows:

• faculty member to chairperson,
• chairperson to Dean,
• Dean to Provost and
• Vice President of Academic Affairs.

The Provost and Vice President of Academic Affairs will notify the Registrar if
the recommendation is approved.

In order for a posthumous degree to be awarded, a student must be in good
academic standing and have substantially completed the applicable degree
requirements. Substantial completion means:

• For undergraduate degrees and master degrees without a thesis
  requirement, the student must be within one semester of completing all
coursework and degree requirements.
• For doctoral programs and master degree programs with a thesis
  requirement, the student must be within one semester of completing
  all coursework and degree requirements; and the student must have
  completed a full draft of his/her thesis to the satisfaction of his/her thesis
  chairperson.

If approved, the appropriate Dean will notify the immediate family of the
student who may choose to have the diploma presented at commencement
or in a private ceremony. If the diploma will be presented at commencement, it
will occur at the next feasible commencement.

Diplomas for posthumous degrees will be identified as “Awarded
Posthumously.”