Fall 2017 Standard Checkout Dates-Master's Non-Thesis Students



Degree Audit Form

 Must be submitted the semester prior to the semester you intend to graduate.



Check your Degree Evaluation

- Check after you receive an email from OGS
- If you see any No comments, you may need to submit an addendum.

Addendum

- If you make any changes to your Degree Audit form, an addendum must be submitted.
- Submit by census day of semester of graduation



Apply to Graduate

• Complete the Graduation Application in Trailhead.

Obtain Checkout Card

- Complete graduation survey, which will be emailed to you approximately 1 day 2 weeks after you apply.
- After survey is completed, your check-out card will be emailed to your CSM email address.



Checkout Card

- Completed Check-out card must be submitted to OGS by 5:00 pm.
- Submit card between September 5-November 10



Dec - Jan

Commencement

- Thursday, December 14, 2017
- •7:00pm-9:00
- Lockridge Arena

Degree Awarded



- Degree Evaluations must have all "yes" marks
- •Students transferring credit from another university must have official Transcripts on file with OGS by December 22, 2017

-			