If you've reached your senior year or you've completed at least 90 semester units in your program so far, this checklist will help you stay on track and ensure that you graduate from your degree completion program on schedule.

San Diego State University awards degrees three (3) times per year:

- **December graduation** is for students who have completed all degree requirements by the end of the fall term.
- **May graduation** is for students who have completed all degree requirements by the end of the spring term.
- **August graduation** is for students who have completed all degree requirements by the end of the summer term.

### Filing Periods

<table>
<thead>
<tr>
<th>Semester Graduating</th>
<th>Application Filing Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 2022</td>
<td>May 2-September 2, 2022</td>
</tr>
<tr>
<td>May 2023</td>
<td>Filing dates will be announced in early summer</td>
</tr>
<tr>
<td>August 2023</td>
<td>Filing dates will be announced in early summer</td>
</tr>
</tbody>
</table>

### Graduation Checklist

- [ ] Review your degree evaluation through SDSU WebPortal
- [ ] Request official electronic transcripts to be sent to SDSU for all coursework completed outside of SDSU that isn't already reflected on your degree evaluation
- [ ] For colleges that do not supply electronic transcripts, the school should send the transcripts directly to:
  
  Office of Admissions  
  San Diego State University  
  5500 Campanile Dr.  
  San Diego, CA 92182-7455
- [ ] If your degree evaluation is still showing an outstanding requirement that your advisor has approved please follow-up with your advisor regarding a potential Request for Adjustment of Academic Requirement (RAAR)
- [ ] Contact the Global Campus Cashier to ensure you have no holds or unpaid balances
- [ ] Submit a Graduation Application
  
  a. Apply online through the SDSU WebPortal by selecting the Apply to Graduate menu option
  b. Pay a one-time, non-refundable Graduation Fee
  c. If you are unable to apply on WebPortal, please email evaluations.global@sdsu.edu
- [ ] Receive confirmation to your sdsu.edu email address
  
  a. Your assigned Graduation Evaluator will complete your Graduation Evaluation and email you with remaining degree requirements. This may take up to 6-8 weeks from the time you submit your application.
  b. Your Graduation Evaluator can answer any graduation-related questions
- [ ] Complete all requirements by the last day of the graduating term you have applied for.