

SDSU Global Campus Graduation Checklist

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

Semester Graduating	Application Filing Period
December 2021	Feb 5–Sept 3, 2021

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. Please ensure that you indicate this preference when making your request.

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, you'll need to submit a Request for Adjustment of Academic Requirement (https://advising.sdsu.edu/_resources/pdf/RAAR.pdf) with the appropriate approvals
- Contact the Global Campus Cashier to ensure you have no holds or unpaid balances.
- Submit a Graduation Application
 - Apply online through the SDSU WebPortal by selecting the Apply to Graduate menu option.
 - Pay a one-time, non-refundable Graduation Fee (\$100)
- Receive confirmation to your sdsu.edu email address
 - 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.
 - Your Graduation Evaluator can answer any graduation-related questions
- Complete all requirements by the last day of the graduating term you have applied for.