# Graduate & Certificate Graduation Checklist

**Application Due Dates:**
- **Fall:** September 15
- **Spring:** February 15
- **Summer:** June 15

## Graduation Academic Requirements
- Contact your advisor to discuss your graduation requirements and to confirm eligibility.
- Work with your advisor to make sure all Academic Requirement Overrides are noted on your record.
- Minimum university requirements:
  - **Cumulative GPA:** 3.0
  - **Major GPA:** 3.0
  - Prior degree(s) must appear on your transcript
  - Active record
- **Doctoral Requirements**
- **Master Requirements**
- **Certificate Requirements**

## Evaluate Academic Progress report

## Workday Program Completion
- Review your legal name if a change needs to be made then submit documentation
- Review your diploma address
- Check that all transfer credit is noted on your record
- Review your certificate, degree, major, and concentration
- Apply for Program Completion
- Review holds and make an account payments
- Pay Graduation Fees

## Resources
- Graduate Student Handbook
  - [https://www.stevens.edu/about-stevens/university-policy-library/graduate-academics/graduate-student-handbook](https://www.stevens.edu/about-stevens/university-policy-library/graduate-academics/graduate-student-handbook)
- Check emails from graduation@stevens.edu regarding commencement
  - [https://www.stevens.edu/campus-life/commencement](https://www.stevens.edu/campus-life/commencement)
- CE-Diplomas will be available 4-6 weeks after conferral
  - [https://www.stevens.edu/directory/office-registrar/graduation-information/cediploma-overview](https://www.stevens.edu/directory/office-registrar/graduation-information/cediploma-overview)
- Printed diplomas will be available 6-8 weeks after conferral if there are no account holds

Questions emails us at applicationsforcandidacy@stevens.edu