

KANSAS STATE UNIVERSITY

Summer Graduation for August 2009

Summer degree candidates have the option of walking in either the Spring or Fall commencement ceremonies since there is no formal commencement ceremony for summer.

I. DEGREE REQUIREMENTS:

- A. GRADES in all K-State courses applicable to the degree must be reported to the Registrar's Office, 118 Anderson Hall, by noon Friday, August 21, 2009
- B. STUDENTS receiving bachelor's degrees must provide official transcripts for all transfer work applied to the degree to the Admissions Office, 119 Anderson Hall, by noon Friday, August 14, 2009.
- C. GRADUATION *clearance applications* are located in your student center in iSIS. Questions about applying for graduation should be directed to your dean's office.
- D. UPON CONFIRMATION of degree requirements and clearance of all financial delinquencies, bachelor's degree diplomas will be mailed in the beginning of September. **Master's and doctoral diplomas will be mailed in mid September.** All degree candidates should make sure their correct diploma mailing address is entered for Degree/Diploma in their iSIS student center by August 24, 2009. This is essential for ensuring timely receipt of your diploma, particularly if you will be moving from the Manhattan area following graduation.
- E. CANDIDATES who apply for Summer 2009 graduation but who are not able to complete all requirements by the above deadlines must reapply for graduation at a later date. Contact your dean's office for instructions.

II. TRANSCRIPT REQUESTS:

In order to obtain official copies of transcripts, all financial obligations to Kansas State University, such as traffic and library fines, must be cleared. Degree candidates who have checked out university keys also must return them to 109 Dykstra Hall, 8 a.m. to 4 p.m. weekdays, or their transcripts will be held. Transcript requests must be in writing; for information go to: www.k-state.edu/registrar/t_v/ . Contact the Registrar's Office for assistance at 785-532-6254. Note: Degrees post on August 24, 2009 and will be available on transcripts Thursday, August 27 2009.